

SAN FRANCISCO PUBLIC LIBRARY



3 1223 11171 9994

5/5

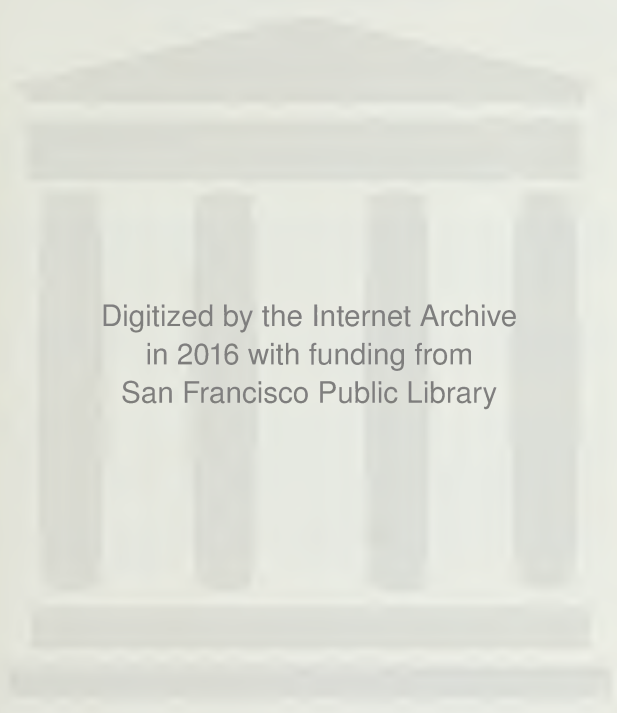


San Francisco Public Library

Government Information Center
San Francisco Public Library
100 Larkin Street 5th Floor
San Francisco, CA 94102

REFERENCE BOOK

Not to be taken from the Library



Digitized by the Internet Archive
in 2016 with funding from
San Francisco Public Library

https://archive.org/details/agendasminutes2015sanf_8



**SAN FRANCISCO ETHICS COMMISSION
NOTICE OF REGULAR MEETING**

July 27, 2015, 5:30 P.M.

and AGENDA

Room 400, City Hall

1 Dr. Carlton B. Goodlett Place, San Francisco

GOVERNMENT
DOCUMENTS DEPT

JUL 22 2015

SAN FRANCISCO
PUBLIC LIBRARY

- I. Call to order and roll call.
- II. Public comment on matters appearing or not appearing on the agenda.
- III. Discussion and possible action on a Recruitment Profile for the Executive Director position. The Recruitment Profile will set forth the desired candidate qualifications, skills, and background for an Executive Director, and the Commission will take public comment on this document. (Attachment: Draft Recruitment Profile.)

The Commission also welcomes written comments regarding the proposed recruitment profile, which can be sent via email to: ethics.commission@sfgov.org or by regular mail to San Francisco Ethics Commission, Attn: Paul Renne, 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102.

- IV. Discussion and possible action on future Commission activities relating to its expenditure lobbyist ballot measure. On June 29, 2015, the Commission submitted a measure regulating expenditure lobbyists to voters at the November 3, 2015 election. The Commission will discuss and take possible action regarding future steps relating to the expenditure lobbyist measure, including the submission of ballot arguments and rebuttals for the Voter Information Pamphlet. (Attachments: Expenditure lobbyist measure; legislative digest; draft ballot argument for Voter Information Pamphlet.)
- V. Adjournment.

There will be an opportunity for public comment on each agenda item.

Materials contained in the Commission packets for meetings are available for inspection and copying during regular office hours at the Ethics Commission, 25 Van Ness Avenue, Suite 220, at least 72 hours prior to meetings. Any materials distributed to members of the Ethics Commission within 72 hours of the meeting or after the agenda packet has been delivered to the members are available for public inspection at the Ethics Commission, 25 Van Ness Avenue, Suite 220, San Francisco, during normal office hours.

Cell phones, pagers and similar sound-producing electronic devices: The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. The Chair may order the removal from the meeting room of any person responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Disability Access: The Ethics Commission meeting will be held in Room 400, City Hall, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA. The Commission meeting room is accessible to persons using wheelchairs and other assistive mobility devices. Ramps are available at the Grove, Van Ness and McAllister entrances. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

To request assistive listening devices, real time captioning, sign language interpreters, readers, large print agendas or other accommodations, please contact the Ethics Commission at (415) 252-3100 or ethics.commission@sfgov.org at least 72 hours in advance before the meeting, except for Monday meetings, for which the deadline is 4:00 p.m. the previous Friday. Late requests will be honored, if possible.

Language Access: Per the Language Access Ordinance (Chapter 91 of the San Francisco Administrative Code), Chinese, Spanish and or Filipino (Tagalog) interpreters will be available upon requests. Meeting Minutes may be translated, if requested, after they have been adopted by the Commission. Assistance in additional languages may be honored whenever possible. To request assistance with these services please contact at (415) 252-3100 or ethics.commission@sfgov.org at least 48 hours in advance of the hearing. Late requests will be honored if possible.

Chemical-Based Products: In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical-based products. Please help the City accommodate these individuals.

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE (Chapter 67 of the San Francisco Administrative Code): Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review.

FOR MORE INFORMATION ON YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE OR TO REPORT A VIOLATION OF THE SUNSHINE ORDINANCE, CONTACT THE SUNSHINE ORDINANCE TASK FORCE, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689; phone: (415) 554-7724; fax: (415) 554-7854; email: SOTF@SFGOV.ORG. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, at the San Francisco Public Library, and on the City's website at <http://www.sfgov.org>

Lobbyist Registration and Reporting Requirements: Individuals who influence or attempt to influence local policy or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code sections 2.100 – 2.160) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102; telephone (415) 252-3100, fax (415) 252-3112; and website: www.sfgov.org/ethics.

S:\AGENDA\2015\7.27.2015meeting.docx

GOVERNMENT
DOCUMENTS DEPT

JUL 22 2015

SAN FRANCISCO
PUBLIC LIBRARY

San Francisco Ethics Commission

Executive Director

GOVERNMENT
DOCUMENTS DEPT

JUL 22 2015

SAN FRANCISCO
PUBLIC LIBRARY



ALLIANCE

RESOURCE CONSULTING LLC

THE POWER OF PARTNERSHIP

THE CITY

One of the most popular tourist destinations in the world, renowned for its steep rolling hills, San Francisco is a city of truly international character with an eclectic mix of Victorian and modern architecture and a highly diverse cosmopolitan population. With approximately 800,000 residents in a 47 square mile area, San Francisco is the fourteenth most populous city in the United States and the fourth most populous city in California.

Internationally famous tourist destinations include Fisherman's Wharf, Pier 39, Union Square, Lombard Street and Golden Gate Park. Other cultural and performing arts venues include the San Francisco Symphony, San Francisco Ballet, endless museums and live theater. For the sports fans, San Francisco is home to the Giants and 49ers with the A's, Raiders and Golden State Warriors located nearby in the East Bay.

With over thirty international financial institutions, six Fortune 500 companies and a large support of infrastructure of professional services, including law, public relations, architecture, and graphic design populating downtown, San Francisco is a World City. Add to this the impact of Silicon Valley and a growing technology sector in the city, San Francisco State University with over 30,000 students, City College of San Francisco, the University of San Francisco, the Art Institute of San Francisco, Academy of Arts, University of Hastings College of Law, and the University of California.

THE GOVERNMENT

Incorporated in 1850, the City and County of San Francisco (City) is a consolidated city-county. It is the only such consolidation in the state of California. The Mayor is also the County Executive and the County Board of Supervisors also acts as the City Council. Because of its unique status, the government of San Francisco is responsible for a broad array of city, county, and regional functions. These include management of county health, welfare, and justice functions; a port, international airport, and a public transportation agency; and, a regional public utility department offering water, sewer, and power to customers both in San Francisco and the broader region. The City has jurisdiction over property that extends well beyond the physical boundaries of San Francisco, including the San Francisco International Airport in San Mateo County and the Hetch-Hetchy Valley and watershed in Yosemite National Park.

Under the city charter, the government of San Francisco is governed by two branches. The executive branch is headed by the Mayor and includes other citywide elected and appointed officials. The eleven-member Board of Supervisors, the legislative branch, is headed by a President and is responsible for passing laws and budgets, though San Franciscans also make use of direct ballot initiatives to pass legislation. The members of the Board of Supervisors are elected as representatives of specific districts within the city. The current Mayor is Edwin M. Lee, and the Board President is David Chiu.

THE ETHICS COMMISSION

San Francisco voters established the Ethics Commission in November 1993 by Amendment to the City Charter. The Commission serves the public, city employees and officials and candidates for public office through education and enforcement of ethics laws.

The Commission provides open access to public records in ethics-related matters. The Commission acts as filing officer for, and auditor of, financial disclosure statements filed by political candidates and committees and designated City and County employees. The Commission assesses fees and penalties for failure to adhere to deadlines and requirements, audits statements to ensure compliance with contribution limits, administers an education program, and produces educational materials. It also oversees registration and regulation of campaign consultants, lobbyists, investigates ethics complaints, provides advice on ethical matters and publishes statistical reports.

Its duties include:

- filing and auditing of campaign finance disclosure statements
- campaign consultant registration and regulation
- lobbyist registration and regulation
- filing officer for Statements of Economic Interests
- administration of the Whistleblower program
- investigations of ethics complaints
- investigation and enforcement of the SF Sunshine Ordinance
- enforcement education and ethics training
- providing advice and statistical reporting

The Mission of the Ethics Commission is to practice and promote the highest standards of ethical behavior in government. In order to accomplish the Mission of the San Francisco Ethics Commission, the Commission will:

- Clearly inform candidates for public office, public employees, and other officials and members of the public of existing ethics laws and rules;
- Actively enforce all ethics laws and rules, including campaign finance and open government laws;
- Recommend new laws, rules, and programs that will lead to ethics compliance;
- Serve as a model for other elected and appointed officials and government employees; and
- Faithfully adhere to its own Code of Ethics.

The Ethics Commission consists of five members. The Mayor, the Board of Supervisors, the City Attorney, the District Attorney and the Assessor each appoint one member of the Commission. The term of each commissioner is six years. For more information, please visit: <http://www.sfethics.org/ethics/>.

THE POSITION

The Executive Director is appointed by and serves at the pleasure of the Commission. The Executive Director is chief executive of the department and has all the duties and powers which are set forth in the Charter of the City and County of San Francisco, and serves as the administrator and parliamentarian to the Commission.

Duties and responsibilities of the position include:

- Administration and direction of policies, programs and activities related to the administration and enforcement of ethics-related laws and regulations, including: Campaign Finance Reform Ordinance and related campaign laws, Campaign Consultant Ordinance, Lobbyist Ordinance, Conduct of Government Officials and Employees, San Francisco Sunshine Ordinance and Protection of Whistleblower;
- Functions as the Department Head and is responsible for management and administration of the Commission;
- Develops and implements policies, programs, and procedures to fulfill the Commission mandates;
- Recruits, hires, trains, supervises, and coordinates all staff;
- Prepares, secures, manages and monitors the annual budget;
- Develops recommendations and advises Commission members regarding laws, policies and activities;
- Oversees the filing of disclosure statements required under laws regulating campaign finance, conflict of interest, campaign consultants and lobbyist; preparation of advice and opinions regarding laws within the Commission's jurisdiction; audits for compliance with those laws; investigations and enforcement of those laws; and development of educational programs and materials jurisdiction;
- Responds to inquiries from the media, public officials, other government agencies, and the general public;
- Prepares press releases and presents reports and testimony to the Board of Supervisors;
- Represents Commission at conferences, hearings, inter-departmental committees and task forces; and
- Performs related duties as assigned.

The Executive Director oversees a staff of 18 and an operating budget of \$4.5 million. The position is open due to the upcoming retirement of the incumbent.

TOP PRIORITIES

The new Executive Director will focus on the following areas:

- ***Organizational Efficiencies*** – Review staffing and budget allocation. Improve organizational structure. Embrace and implement new technologies that enable better processes and reporting. Ensure that filing is done in a more time sensitive manner.
- ***Enforcement*** – Lead staff in efforts and continue to provide resources.
- ***Stakeholder Outreach*** – Communicate and foster relationships with the Commission, staff, other City departments, elected officials, the community and public while remaining neutral and impartial.
- ***Public Perception*** – Be transparent when interfacing with the public and proactive with regard to community outreach.
- ***Legislation*** – Continue to define and provide clarity on current laws. Also ensure that proposed ballot measures are drafted consistent with the mission of the Commission.

THE IDEAL CANDIDATE

San Francisco prides itself on its unique, fast-paced and progressive environment and often receives national attention. The Ethics Commission is seeking a dynamic, friendly, independent, non-partisan professional with a proven track record in legislation and policy who can bring in a new perspective. This person will have no personal political agenda and will be able to balance the need for government transparency with right to privacy of those who are regulated. He/She will be adaptable and able to relate to the diverse and active stakeholders. The selected candidate will be a seasoned and trustworthy manager who delegates instead of micro-managing and is effective at organizing staff. He/She will listen to staff and be respectful of other's opinions. He/She should be an effective leader who will provide vision, support and guidance to the Commission, staff and public.

The ideal candidate will be able to think through options, make a decision and live with the consequences. He/She will be able to hit the ground running, stay on top of deadlines and be at ease participating in public forums. This person will be thick-skinned and able to withstand constant feedback, criticism and opposing views. Lastly, the ideal candidate should have a proven track record as an outstanding communicator, with patience and the ability to thrive in an energetic and progressive environment.

Education, Certifications and Experience

- Although not an absolute requirement, the ideal candidate would be an attorney with experience in ethics related fields and experience in investigating and enforcing ethics

regulations. At a minimum, the candidate must possess a baccalaureate degree; and at least five years of experience managing and administering a government agency or public policy organization preferably in the field of ethics regulation.

- Experience working with campaign finance laws, ethics, lobbying and conflict of interest is strongly desired.
- Experience with or knowledge of the Political Reform Act and laws as they pertain to California would be a plus.

Nationwide candidates are encouraged to apply.

COMPENSATION

The salary for this position within an established annual range of \$114,582 to \$146,224. Appointment above the maximum of the normal range may be considered based on documented and substantiated recruitment and retention issues or exceptional skills. A special approval process is necessary for appointment above the normal salary range. In addition, benefits are provided which include: Medical and Dental insurance; Retirement Plan; Deferred Compensation Plan; Social Security; Long-Term Disability Plan; Life Insurance; paid Management Training Program; 11 paid holidays per year; 10 to 20 vacation days per year, depending on year of service; and 5 days of paid executive leave per year.

HOW TO APPLY

Please apply **on-line by Friday, August 28, 2015** at www.alliancerc.com. The position will be considered "open" until a final selection is made. If you have questions, difficulties with the on-line application system, or would like to discuss the opportunity further, please contact us at:

Sherrill Uyeda or Cindy Krebs

ALLIANCE RESOURCE CONSULTING LLC

Telephone: (562) 901-0769

E-mail: suyeda@alliancerc.com

ckrebs@alliancerc.com

follow us on
twitter

<http://twitter.com/Alliancerc>

facebook

-Alliance Resource Consulting, LLC

The City/County of San Francisco encourages women, minorities and persons with disabilities to apply. Applicants will be considered regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age, sexual orientation, medical condition or pregnancy.

7-21-15

DRAFT

Draft Voter Information Pamphlet Language

The San Francisco Ethics Commission voted unanimously to ask voters to close a loophole in the currently existing disclosure requirements for those who pay lobbyist seeking to influence City Hall decisions. Present law requires disclosure only in cases where payment is made to lobbyist who make contact directly with city officials in an attempt to influence decisions by them. This ballot measure would require that anyone who expends funds to directly or indirectly influence City Hall decisions must register and disclose the payments made. This ballot measure restores the requirement of public disclosure of spending by "expenditure lobbyists" that existed in San Francisco, until it was removed by the Board of Supervisors in 2010 and will make San Francisco's disclosure requirements consistent with the open government standards of the State of California as well as those of Sacramento, San Jose, San Diego and Los Angeles. The measure will eliminate the double standard that keeps this indirect spending secret from the public.

This ordinance imposes reasonable, narrowly tailored registration and disclosure requirements on expenditure lobbyists. Since expenditure lobbyists and direct contact lobbyists both attempt to influence City decisions, this ordinance imposes similar registration and disclosure requirements on both types of lobbyists.

Decisions by city officials involve billions of dollars -- contracts, development permits, franchises, tax policies, housing policies, fees, land use variances and more. Individuals and entities who will benefit financially by these decisions expend enormous amounts of money to try to influence these decisions. This ballot measure requires that these individuals or entities register and disclose to the public *all* of the funds that they are expending seeking to obtain a favorable decision.

GOVERNMENT
DOCUMENTS DEPT

JUL 22 2015

SAN FRANCISCO
PUBLIC LIBRARY

In recent years and partly as a result of U.S. Supreme Court decisions like *Citizens United*, substantial growth in this indirect lobbying is taking place. For example, individuals or entities that would benefit from City Hall decisions are making payments to fund online petition efforts, to pay for Internet lobbying, to pay to identify and induce targeted audiences to pressure city officials to make decisions in their favor... Expenditure lobbyists also pay others to speak at legislative and administrative hearings, political rallies and demonstrations, pay to transport speakers or participants, sometimes in mass, to hearings and rallies, and use paid advertising to urge others to contact elected and appointed officials. It is important that the public be made aware of the source of the funding of these indirect efforts to persuade city officials to make decisions which favor the economic interests of those making the payments. This ballot measure will assure that this information is made available for public scrutiny.

The Ethics Commission held public hearings before voting to put this measure directly on the ballot. Testimony in favor came from former Ethics Commissioners, former Civil Grand Jury members, and leaders in good government and open government. The San Francisco Civil Grand Jury formally recommended that Ethics close this loophole.

We urge your support for this ballot measure which will provide greater transparency as to the source and amounts of funding being spent by those who would gain economically from decisions being made by City Hall.

LEGISLATIVE DIGEST

[Initiative Ordinance - Campaign and Governmental Conduct Code - Expenditure Lobbyists]

Ordinance amending the Campaign and Governmental Conduct Code to require expenditure lobbyists to register with the Ethics Commission and file monthly disclosures regarding their activities.

Existing Law

San Francisco does not currently regulate expenditure lobbying, i.e., making payments to urge others to directly lobby City officers.

Amendments to Current Law

The Ethics Commission (the "Commission") seeks to regulate the activities of expenditure lobbyists. In this proposal, an expenditure lobbyist is defined as:

any person, other than any government entity, or officer or employee of a government entity acting in an official capacity, who, directly or indirectly, makes payments totaling \$2,500 or more in a calendar month to solicit, request, or urge other persons to communicate directly with an officer of the City and County in order to influence local legislative or administrative action.

Section 2.105. For the purpose of determining whether a person has met the \$2,500 threshold, the following types of payments would not be considered:

- payments made to a registered contact lobbyist or the registered contact lobbyist's employer for lobbyist services;
- payments made to an organization for membership dues;
- payments made by an organization to distribute communications to its members;
- payments made by a news media organization to develop and distribute its publications; and
- payments made by a client to a representative to appear before an adjudicatory proceeding before a City agency or department.

Id. Otherwise, the proposal does not incorporate the exceptions that currently exist for contact lobbying. See Section 2.106. Thus, for example, there are no exceptions for the following:

- labor unions representing City employees;

- prospective City contractors bidding on a City contract, or negotiating a contract with a City agency; and
- non-profit organizations.

In general, a person who qualifies as an expenditure lobbyist is subject to the same regulatory scheme as an individual lobbyist who directly lobbies a City officer (referred to as a "contact lobbyist"). Specifically, an expenditure lobbyist would be required to register with the Ethics Commission, pay a \$500 registration fee, and file monthly disclosures regarding their lobbying activities. Section 2.110.

The measure also provides that it can be later amended by the Commission and the Board of Supervisors. Consistent with similar provisions found in the Campaign Finance Reform Ordinance and the Government Ethics Ordinance, an amendment may be made if:

- the amendment furthers the purposes of this Chapter;
- the Ethics Commission approves the proposed amendment in advance by at least a four-fifths vote of all its members;
- the proposed amendment is available for public review at least 30 days before the amendment is considered by the Board of Supervisors or any committee of the Board of Supervisors; and
- the Board of Supervisors approves the proposed amendment by at least a two-thirds vote of all its members.

Lastly, the measure would appropriate \$560,000 to the Commission for its administration and enforcement of this proposal in Fiscal Year 2015-16. Of this amount, the Commission plans to use approximately \$500,000 to expand its electronic filing system to accommodate expenditure lobbyist registration and reporting, and \$60,000 for staff time to establish and start up this new program. It also requests that the City continue to fund this program with an ongoing, annual appropriation of \$15,000.

Background Information

The Ethics Commission may place ordinances "relating to conflicts of interest, campaign finance, lobbying, campaign consultants or governmental ethics" on the ballot by a four-fifths vote. S.F. Charter § 15.102.

Other jurisdictions that have similarly regulated expenditure lobbying, or similar activities, include Los Angeles, Sacramento, San Diego, San Jose, and the State of California. See Los Angeles Mun. Code § 48.02 (defining "major filer"); Sacramento Mun. Code § 2.15.050; San Diego Mun. Code section 27.4002; San Jose Mun. Code § 12.12.180; and Cal. Gov. Code §§ 86115-18 (provisions addressing "\$5,000 filers").

n:\egana\as2015\1500886\01026337.doc

[Initiative Ordinance - Campaign and Governmental Conduct Code - Expenditure Lobbyists]

Motion ordering submitted to the voters an ordinance amending the Campaign and Governmental Conduct Code to require expenditure lobbyists to register with the Ethics Commission and file monthly disclosures regarding their activities, at an election to be held on November 3, 2015.

MOVED, That pursuant to Charter section 15.102, the Ethics Commission hereby submits the following ordinance to the voters of the City and County of San Francisco, at an election to be held on November 3, 2015.

Ordinance amending the Campaign and Governmental Conduct Code to require expenditure lobbyists to register with the Ethics Commission and file monthly disclosures regarding their activities.

NOTE: Unchanged Code text and uncodified text are in plain font.
Additions to Codes are in single-underline italics Times New Roman font.
Deletions to Codes are in ~~strikethrough italics Times New Roman font~~.
Asterisks (* * * *) indicate the omission of unchanged Code subsections or parts of tables.

Be it ordained by the People of the City and County of San Francisco:

Section 1. Findings.

(a) The City and County of San Francisco ("City") has a long-standing, compelling interest in furthering public disclosure of the identity of lobbyists and of their efforts to influence decision-making regarding local legislative and administrative matters. The City has

1 required this disclosure to protect public confidence in the responsiveness and representative
2 nature of government officials and institutions.

3 (b) For many years, the City has required lobbyists who directly contact City officials,
4 referred to here as "contact lobbyists," to register with the Ethics Commission and disclose
5 their lobbying activities. But in addition to contact lobbyists, individuals, businesses, non-profit
6 organizations, labor unions, and trade associations attempt to indirectly influence City officials
7 by urging others to directly lobby those officials. These indirect lobbyists, referred to in this
8 measure as "expenditure lobbyists," make payments in an attempt to encourage others to
9 directly lobby City officials by urging them to attend legislative hearings to speak on their
10 behalf, by providing them with transportation to public meetings, by using advertising outlets
11 to ask others to call or contact City officials' offices to make their arguments, or by making
12 donations in exchange for their direct lobbying efforts. Given these efforts, it is often difficult
13 for City officials to know whether the individuals directly approaching them are truly voicing
14 their own opinions or are doing so at the behest of expenditure lobbyists.

15 (c) For these reasons, and consistent with the City's past efforts to further the goals of
16 open government and transparency in decision-making, the voters enact this ordinance to
17 impose registration and disclosure requirements on expenditure lobbyists. This approach is
18 not unique to San Francisco. Several other California jurisdictions, including Los Angeles,
19 Sacramento, San Diego, San Jose, and the State of California, have enacted similar
20 expenditure lobbyist regulations.

21 (d) This ordinance imposes reasonable, narrowly tailored registration and disclosure
22 requirements on expenditure lobbyists, obligating them to reveal information about their efforts
23 to influence decision-making. Since expenditure lobbyists and direct, contact lobbyists both
24 attempt to influence the City's legislative process, this ordinance imposes the same sorts of
25 registration and disclosure requirements on both types of lobbyists.

1
2 Section 2. Article II, Chapter 1 of the Campaign and Governmental Conduct Code is
3 hereby amended by adding Section 2.103 and revising Sections 2.105, 2.106, 2.110, 2.115,
4 2.116, and 2.130, to read as follows:

5 **SEC. 2.103. AMENDMENT OR REPEAL.**

6 With respect to any provisions of this Chapter regarding regulation of expenditure lobbyists
7 approved by the voters, the Board of Supervisors may amend those provisions if all of the following
8 conditions are met:

9 (a) The amendment furthers the purposes of this Chapter;

10 (b) The Ethics Commission approves the proposed amendment in advance by at least a four-
11 fifths vote of all its members;

12 (c) The proposed amendment is available for public review at least 30 days before the
13 amendment is considered by the Board of Supervisors or any committee of the Board of Supervisors;
14 and

15 (d) The Board of Supervisors approves the proposed amendment by at least a two-thirds vote of
16 all its members.

17
18 **SEC. 2.105. DEFINITIONS.**

19 Whenever used in this Chapter I, the following words and phrases shall ~~have the~~
20 ~~definitions be defined as~~ provided in this Section 2.105:

21 "Activity expenses" means any expense incurred or payment made by a lobbyist or a
22 lobbyist's client at the behest of the lobbyist, or arranged by a lobbyist or a lobbyist's client at
23 the behest of the lobbyist, which benefits in whole or in part any: officer of the City and
24 County; candidate for City and County office; aide to a member of the Board of Supervisors;
25 or member of the immediate family or the registered domestic partner of an officer, candidate,

1 or aide to a member of the Board of Supervisors. An expense or payment is not an "activity
2 expense" unless it is incurred or made within three months of a contact with the officer,
3 candidate, or Supervisor's aide who benefits from the expense or payment, or whose
4 immediate family member or registered domestic partner benefits from the expense or
5 payment. "Activity expenses" include honoraria, consulting fees, salaries, and any other thing
6 of value totaling more than \$25 in value in a consecutive three-month period, but do not
7 include political contributions.

8 "Candidate" shall have the same meaning as set forth in Section 1.104 of this Code.

9 "Client" means the person for whom lobbyist services are performed by a lobbyist.

10 "Contact lobbyist" means any individual who (1) makes five or more contacts in a calendar
11 month with officers of the City and County on behalf of the individual's employer; or (2) makes one or
12 more contacts in a calendar month with an officer of the City and County on behalf of any person who
13 pays or who becomes obligated to pay the individual or the individual's employer for lobbyist services.
14 An individual is not a contact lobbyist if that individual is lobbying on behalf of a business of which the
15 individual owns a 20% or greater share.

16 "Economic consideration" means any payments, fees, reimbursement for expenses,
17 gifts, or anything else of value, provided that "economic consideration" does not include
18 salary, wages or benefits furnished by a federal, state or local government agency.

19 "Employee" means any person who receives, reasonably expects to receive, or whose
20 employer is obligated to provide, an Internal Revenue Service Form W-2 wage and tax
21 statement.

22 "Employer" means any person who provides an Internal Revenue Service Form W-2
23 wage and tax statement to an employee who performs lobbyist services on behalf of that
24 person.
25

1 "Expenditure lobbyist" means any person, other than any government entity, or officer or
2 employee of a government entity acting in an official capacity, who, directly or indirectly, makes
3 payments totaling \$2,500 or more in a calendar month to solicit, request, or urge other persons to
4 communicate directly with an officer of the City and County in order to influence local legislative or
5 administrative action. Examples of the types of activities the payment for which can count toward the
6 \$2,500 threshold referred to in the previous sentence include but are not limited to public relations,
7 media relations, advertising, public outreach, research, investigation, reports, analyses, and studies to
8 the extent those activities are used to further efforts to solicit, request or urge other persons to
9 communicate directly with an officer of the City and County. The following types of payments shall not
10 be considered for the purpose of determining whether a person is an expenditure lobbyist: payments
11 made to a registered contact lobbyist or the registered contact lobbyist's employer for lobbyist
12 services; payments made to an organization for membership dues; payments made by an organization
13 to distribute communications to its members; payments made by a news media organization to develop
14 and distribute its publications; and payments made by a client to a representative to appear in an
15 adjudicatory proceeding before a City agency or department.

16 "Gift" shall be defined as set forth in the Political Reform Act, Government Code
17 Section 81000 et seq., and the regulations adopted thereunder.

18 "Lobbyist" means a contact lobbyist or expenditure lobbyist, any individual who (1) makes
19 five or more contacts in a calendar month with officers of the City and County on behalf of the
20 individual's employer; or (2) makes one or more contacts in a calendar month with an officer of the
21 City and County on behalf of any person who pays or who becomes obligated to pay the individual or
22 the individual's employer for lobbyist services. An individual is not a lobbyist if that individual is
23 lobbying on behalf of a business of which the individual owns a 20% or greater share.

1 "Lobbyist services" means services rendered for the purpose of influencing local
2 legislative or administrative action, including but not limited to contacts with officers of the City
3 and County of San Francisco.

4 "Local legislative or administrative action" includes, but is not limited to, the drafting,
5 introduction, consideration, modification, enactment, defeat, approval, veto, granting or denial
6 by any officer of the City and County of any resolution, motion, appeal, application, petition,
7 nomination, ordinance, amendment, approval, referral, permit, license, entitlement to use or
8 contract.

9 "Measure" shall have the same meaning as set forth in Section 1.104 of this Code.

10 "Officer of the City and County" means any officer identified in Section 3.203 of this
11 Code, as well as any official body composed of such officers. In addition, for purposes of this
12 Chapter, "officer of the City and County" includes (1) members of the Board of Education,
13 Community College Board, First Five Commission, Law Library Board of Trustees, Local
14 Agency Formation Commission, Health Authority Board, Housing Authority Commission,
15 Parking Authority, Relocation Appeals Board, Successor Agency to the former
16 Redevelopment Agency of the City and County of San Francisco, Oversight Board of the
17 Successor Agency, Successor Agency Commission, Transportation Authority, Workforce
18 Investment San Francisco Board as well as any official body composed of such officers, and
19 any person appointed as the chief executive officer under any such board or commission; (2)
20 the Zoning Administrator, (3) the City Engineer, (4) the County Surveyor, and (5) the Bureau
21 Chief of the Department of Public Works' Bureau of Street Use and Mapping.

22 "Person" means an individual, partnership, corporation, association, firm, labor union or
23 other organization or entity, however organized.

24 "Public hearing" means any open, noticed proceeding.

25 **SEC. 2.106. LOBBYING CONTACTS.**

1 (a) Whenever used in this Chapter 1, "contact" means any communication, oral or
2 written, including communication made through an agent, associate or employee, for the
3 purpose of influencing local legislative or administrative action, except as provided in
4 Subsections (b) and (c).

5 (b) The following activities are not "contacts" within the meaning of this Chapter 1.

6 (1) A representative of a news media organization gathering news and
7 information or disseminating the same to the public, even if the organization, in the ordinary
8 course of business, publishes news items, editorials or other commentary, or paid
9 advertisements, that urge action upon local legislative or administrative matters;

10 (2) A person providing oral or written testimony that becomes part of the record
11 of a public hearing; provided, however, that if the person making the appearance or providing
12 testimony has already qualified as a contact lobbyist under this Chapter and is appearing or
13 testifying on behalf of a client, the contact lobbyist's testimony shall identify the client on whose
14 behalf the contact lobbyist is appearing or testifying;

15 (3) A person performing a duty or service that can be performed only by an
16 architect or a professional engineer licensed to practice in the State of California;

17 (4) A person making a speech or producing any publication or other material
18 that is distributed and made available to the public, through radio, television, cable television,
19 or other medium of mass communication;

20 (5) A person providing written information in response to an oral or written
21 request made by an officer of the City and County, provided that the written information is a
22 public record available for public review;

23 (6) A person providing oral or written information pursuant to a subpoena, or
24 otherwise compelled by law or regulation;

1 (7) A person submitting a written petition for local legislative or administrative
2 action, provided that the petition is a public record available for public review;

3 (8) A person making an oral or written request for a meeting, or any other
4 similar administrative request, if the request does not include an attempt to influence local
5 legislative or administrative action;

6 (9) A person appearing before an officer of the City and County pursuant to any
7 procedure established by law or regulation for levying an assessment against real property for
8 the construction or maintenance of an improvement;

9 (10) A person providing purely technical data, analysis, or expertise in the
10 presence of a *registered contact* lobbyist;

11 (11) A person distributing to any officer of the City and County any regularly
12 published newsletter or other periodical which is not primarily directed at influencing local
13 legislative or administrative action;

14 (12) A person disseminating information or material on behalf of an organization
15 or entity to all or a significant segment of the organization's or entity's employees or members;

16 (13) A person appearing as a party or a representative of a party in an
17 administrative adjudicatory proceeding before a City agency or department;

18 (14) A person communicating, on behalf of a labor union representing City
19 employees, regarding the establishment, amendment, or interpretation of a collective
20 bargaining agreement or memorandum of understanding with the City, or communicating
21 about a management decision regarding the working conditions of employees represented by
22 a collective bargaining agreement or a memorandum of understanding with the City;

23 (15) A party or prospective party to a contract providing oral or written
24 information in response to a request for proposals, request for qualifications, or other similar
25 request, provided that the information is directed to the department or official specifically

1 designated in the request to receive such information; negotiating the terms of the contract
2 with the City after being selected to enter into the contract; or communicating in connection
3 with the administration of an existing contract between the party and the City. For the
4 purposes of this Subsection (b)(15):

5 (A) A "party or prospective party" includes that party's officers or
6 employees; a subcontractor listed in the contract, bid, or proposal; or that subcontractor's
7 officers or employees. A "party or prospective party" does not include any other agent or
8 associate, including any outside consultant or independent contractor.

9 (B) Communication "in connection with the administration of an existing
10 contract" includes, but is not limited to, communication regarding: insurance and bonding;
11 contract performance and/or default; requests for in-scope change orders; legislative
12 mandates imposed on contractors by the City and County; payments and invoicing; personnel
13 changes; prevailing wage verification; liquidated damages and other penalties for breach of
14 contract; audits; assignments; and subcontracting. Communication "in connection with the
15 administration of an existing contract" does not include communication regarding new
16 contracts, or out-of-scope change orders.

17 (16) An officer or employee of a nonprofit organization or an organization
18 fiscally sponsored by such a nonprofit organization communicating on behalf of their
19 organization. For purposes of this subsection only, "nonprofit organization" means either an
20 organization with tax exempt status under 26 United States Code Section 501(c)(3), or an
21 organization with tax exempt status under 26 United States Code Section 501(c)(4) whose
22 most recent federal tax filing included an IRS Form 990-N or an IRS Form 990-EZ, or an
23 organization whose next federal tax filing is reasonably likely to include an IRS Form 990-N or
24 an IRS Form 990-EZ.
25

(c) The following activities are not "contacts" for the purpose of determining whether a person qualifies as a contact lobbyist, but are "contacts" for purpose of disclosures required by this Chapter I:

(1) A person providing oral information to an officer of the City and County in response to an oral or written request made by that officer;

(2) A person making an oral or written request for the status of an action; and

(3) A person participating in a public interested persons meeting, workshop, or other forum convened by a City agency or department for the purpose of soliciting public input.

SEC. 2.110. REGISTRATION AND DISCLOSURES; FEES; TERMINATION OF REGISTRATION.

(a) **REGISTRATION OF LOBBYISTS REQUIRED.** Lobbyists shall register with the Ethics Commission and comply with the disclosure requirements imposed by this Chapter I. Such registration shall occur no later than five business days of qualifying as a lobbyist, ~~but~~ the *Contact* lobbyists shall register prior to making any additional contacts with an officer of the City and County of San Francisco and expenditure lobbyists shall register prior to making any additional payments to influence local legislative or administrative action.

(b) REGISTRATION.

(1) *Contact lobbyists.* At the time of initial registration each contact lobbyist shall report to the Ethics Commission the following information:

(1A) The name, business address, e-mail address, and business telephone number of the lobbyist;

(2B) The name, business address, and business telephone number of each client for whom the lobbyist is performing lobbyist services;

(3C) The name, business address, and business telephone number of the lobbyist's employer, firm or business affiliation; and

(4D) Any other information required by the Ethics Commission through regulation, consistent with the purposes and provisions of this Chapter.

(2) Expenditure lobbyists. At the time of initial registration each expenditure lobbyist shall report to the Ethics Commission the following information:

(A) The name, mailing address, e-mail address, and telephone number of the lobbyist;

(B) Expenditure lobbyists that are entities shall provide:

(i) a description of their nature and purpose(s);

(ii) if the expenditure lobbyist is a corporation, the names of the corporation's chief executive officer, chief financial officer, and secretary, any officer who authorized payments to influence local legislative and administrative action, and any person who owns more than 20 percent of the corporation;

(iii) if the expenditure lobbyist is a partnership, the name of each partner if the entity has fewer than 10, or the name of the partner with the greatest ownership interest if the entity has 10 or more partners;

(iv) for any other type of business entity, the name of each person with an ownership interest if the entity has fewer than 10 owners, or the name of the person with the greatest ownership interest in the entity, if the entity has 10 or more owners;

(C) Expenditure lobbyists that are individuals shall provide a description of their business activities; and

(D) Any other information required by the Ethics Commission through regulation, consistent with the purposes and provisions of this Chapter.

(c) **LOBBYIST DISCLOSURES.** For each calendar month, each lobbyist shall submit the following information no later than the fifteenth calendar day following the end of the month:

(1) Contact lobbyists. Each contact lobbyist shall report to the Ethics Commission the following information:

(1A) The name, business address and business telephone number of each person from whom the lobbyist or the lobbyist's employer received or expected to receive economic consideration to influence local legislative or administrative action during the reporting period.

(2B) The name of each officer of the City and County of San Francisco with whom the lobbyist made a contact during the reporting period.

(3C) The date on which each contact was made.

(4D) The local legislative or administrative action that the lobbyist sought to influence, including, if any, the title and file number of any resolution, motion, appeal, application, petition, nomination, ordinance, amendment, approval, referral, permit, license, entitlement, or contract, and the outcome sought by the client.

(5E) The client on whose behalf each contact was made.

(6F) The amount of economic consideration received or expected by the lobbyist or the lobbyist's employer from each client during the reporting period.

(7G) All activity expenses incurred by the lobbyist during the reporting period, including the following information:

(A*i*) The date and amount of each activity expense;

(B*ii*) The full name and official position, if any, of the beneficiary of each activity expense, a description of the benefit, and the amount of the benefit;

(§iii) The full name of the payee of each activity expense if other than the beneficiary;

(Div) Whenever a lobbyist is required to report a salary of an individual pursuant to this Subsection (c)(1), the lobbyist need only disclose whether the total salary payments made to the individual during the reporting period was less than or equal to \$250, greater than \$250 but less than or equal to \$1,000, greater than \$1,000 but less than or equal to \$10,000, or greater than \$10,000.

(§H) All political campaign contributions of \$100 or more made or delivered by the lobbyist or the lobbyist's employer, or made by a client at the behest of the lobbyist or the lobbyist's employer during the reporting period to an officer of the City and County, a candidate for such office, a committee controlled by such officer or candidate, or a committee primarily formed to support or oppose such officer or candidate, or any committee primarily formed to support or oppose a ballot measure to be voted on only in San Francisco. This report shall include such political campaign contributions arranged by the lobbyist, or for which the lobbyist acted as an agent or intermediary.

The following information regarding each political campaign contribution shall be submitted to the Ethics Commission:

(AI) The amount of the contribution;

(Bii) The name of the contributor;

(§iii) The date on which the contribution was made;

(Div) The contributor's occupation;

(Ev) The contributor's employer, or if self-employed, the name of the contributor's business; and

(Fvi) The committee to which the contribution was made.

1 (9J) For each contact at which a person providing purely technical data,
2 analysis, or expertise was present, as described in Section 2.106(b)(10), the name, address,
3 employer and area of expertise of the person providing the data, analysis or expertise.

4 (10J) Any amendments to the lobbyist's registration information required
5 by Subsection (b).

6 (11K) Any other information required by the Ethics Commission through
7 regulation, consistent with the purposes and provisions of this Chapter.

8 (2) Expenditure lobbyists. Each expenditure lobbyist shall report to the Ethics
9 Commission the following information:

10 (A) The local legislative or administrative action that the lobbyist sought to
11 influence, including, if any, the title and file number of any resolution, motion, appeal, application,
12 petition, nomination, ordinance, amendment, approval, referral, permit, license, entitlement, or
13 contract.

14 (B) The total amount of payments made during the reporting period to influence
15 local legislative or administrative action.

16 (C) Each payment of \$1,000 or more made during the reporting period,
17 including the date of payment, the name and address of each person receiving the payment, a
18 description of the payment, and a description of the consideration for which the payment was made.

19 (D) All campaign contributions of \$100 or more made or delivered by the
20 lobbyist or made at the behest of the lobbyist during the reporting period to an officer of the City and
21 County, a candidate for such office, a committee controlled by such officer or candidate, or a
22 committee primarily formed to support or oppose such officer or candidate, or any committee primarily
23 formed to support or oppose a measure to be voted on only in San Francisco. This report shall include
24 such campaign contributions arranged by the lobbyist, or for which the lobbyist acted as an agent or
25 intermediary.

The following information regarding each campaign contribution shall be submitted to the Ethics Commission:

(i) The amount of the contribution;

(ii) The name of the contributor;

(iii) The date on which the contribution was made;

(iv) The contributor's occupation;

(v) The contributor's employer, or if self-employed, the name of the contributor's business; and

(vi) The committee to which the contribution was made.

(E) Any amendments to the lobbyist's registration information required by

Subsection (b).

(F) Any other information required by the Ethics Commission through regulation, consistent with the purposes and provisions of this Chapter 1.

(d) **REGISTRATION AND FILING OF DISCLOSURES BY ORGANIZATIONS.** The Ethics Commission is authorized to establish procedures to permit the registration and filing of contact lobbyist disclosures by a business, firm, or organization on behalf of the individual contact lobbyists employed by those businesses, firms, or organizations.

(e) **FEES; TERMINATION OF REGISTRATION.**

(1) At the time of registration each lobbyist shall pay a fee of \$500. On or before every subsequent February 1, each registered lobbyist shall pay an additional fee of \$500.

(2) Failure to pay the annual fee by February 1 shall constitute a termination of a lobbyist's registration with the Ethics Commission. The Ethics Commission is also authorized to establish additional processes for the termination of a lobbyist's registration.

1 (3) The Ethics Commission shall waive all registration fees for any full-time
2 employee of a tax-exempt organization presenting proof of the organization's tax-exempt
3 status under 26 U.S.C. Section 501(c)(3) or 501(c)(4).

4 (4) The Ethics Commission shall deposit all fees collected pursuant to this
5 Section in the General Fund of the City and County of San Francisco.

6 **SEC. 2.115. PROHIBITIONS.**

7 (a) GIFT LIMIT. No lobbyist shall make gifts to an officer of the City and County that
8 have a fair market value of more than \$25, except for those gifts that would qualify for one of
9 the exemptions under Section 3.216(b) of this Code and its implementing regulations.

10 (b) FUTURE EMPLOYMENT. No lobbyist shall cause or influence the introduction or
11 initiation of any local legislative or administrative action for the purpose of thereafter being
12 employed or retained to secure its granting, denial, confirmation, rejection, passage or defeat.

13 (c) FICTITIOUS PERSONS. No contact lobbyist shall contact any officer of the City
14 and County in the name of any fictitious person or in the name of any real person, except with
15 the consent of such real person.

16 (d) EVASION OF OBLIGATIONS. No lobbyist shall attempt to evade the obligations
17 imposed by this Chapter through indirect efforts or through the use of agents, associates or
18 employees.

19 **SEC. 2.116. LOBBYIST TRAINING.**

20 (a) Each contact lobbyist must complete a lobbyist training session offered by the
21 Ethics Commission within one year of the lobbyist's initial registration. Thereafter, contact
22 lobbyists shall attend additional training sessions as required by the Executive Director, at his
23 or her discretion.

24 (b) The Ethics Commission shall make lobbyist training sessions available on its
25 website.

1 (c) On or before the deadline for completing any required lobbyist training session,
2 each contact lobbyist must file a signed declaration with the Ethics Commission stating, under
3 penalty of perjury, that the lobbyist has completed the required training session.

4 **SEC. 2.130. EMPLOYMENT OF UNREGISTERED PERSONS.**

5 It shall be unlawful knowingly to pay any contact lobbyist to contact any officer of the
6 City and County of San Francisco, if said contact lobbyist is required to register under this
7 Chapter and has not done so by the deadlines imposed in this Chapter.

8
9 Section 3. Scope of Ordinance. In enacting this ordinance, the voters intend to amend
10 only those words, phrases, paragraphs, subsections, sections, articles, numbers, punctuation
11 marks, charts, diagrams, or any other constituent parts of the Municipal Code that are
12 explicitly shown in this ordinance as additions or deletions, in accordance with the "Note" that
13 appears under the official title of the ordinance.

14
15 Section 4. Appropriation. There is hereby appropriated \$560,000 from the General
16 Reserve to fund administrative and enforcement costs required to implement this ordinance.
17 Any portion of this appropriation that remains unspent at the end of Fiscal Year 2015-16 shall
18 be carried forward and spent in subsequent years for the same purpose. Additionally, it shall
19 be City policy in all fiscal years following depletion of this original appropriation that the Board
20 of Supervisors shall annually appropriate \$15,000 for this purpose.

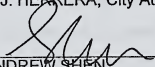
21
22 Section 5. Severability. If any section, subsection, sentence, clause, phrase, or word
23 of this ordinance, or any application thereof to any person or circumstance, is held to be
24 invalid or unconstitutional by a decision of a court of competent jurisdiction, such decision
25 shall not affect the validity of the remaining portions or applications of the ordinance. The

1 voters hereby declare that they would have passed this ordinance and each and every
2 section, subsection, sentence, clause, phrase, and word not declared invalid or
3 unconstitutional without regard to whether any other portion of this ordinance or application
4 thereof would be subsequently declared invalid or unconstitutional.

5
6 Section 6. Effective and Operative Dates. This ordinance shall become effective 10
7 days after the Board of Supervisors declares the results of the November 3, 2015 election.
8 This ordinance shall become operative on February 1, 2016.

9
10 APPROVED AS TO FORM:

11 DENNIS J. HERRERA, City Attorney

12
13 By: 

14 ANDREW SHIEN

15 Deputy City Attorney

16
17
18
19
20
21
22
23
24
25
n:\egana\as2015\1500886\01023422.doc

Minutes of the Regular Meeting of
The San Francisco Ethics Commission
July 27, 2015
Room 400 City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

GOVERNMENT
DOCUMENTS DEPT

AUG 21 2015

SAN FRANCISCO
PUBLIC LIBRARY

I. Call to order and roll call.

Chairperson Renne called the meeting to order at 5:30 PM.

COMMISSION MEMBERS PRESENT: Paul Renne, Chairperson; Beverly Hayon, Commissioner; Ben Hur, Commissioner; Peter Keane; Commissioner (Brett Andrews, Vice-Chairperson, absent, excused).

STAFF PRESENT: Jesse Mainardi, Deputy Executive Director; Johnny Hosey, Special Projects Assistant/Campaign Finance Assistant.

OFFICE OF THE CITY ATTORNEY: Andrew Shen, Deputy City Attorney (DCA).

OTHERS PRESENT: Charles Marsteller, Larry Bush, Bob Planthold, Marc Soloman, Helda Garfolo, Derek Kerr, Rob Van Ravensway, Bob Dockendorf; and other unidentified members of the public.

MATERIALS DISTRIBUTED:

- Executive Director Draft Recruitment Profile;
- Expenditure Lobbyist Measure;
- Expenditure Lobbyist Legislative Digest;
- Draft Ballot Argument for Voter Information Pamphlet.

II. Public comment on matters appearing or not appearing on the agenda that are within the jurisdiction of the Ethics Commission.

Charles Marsteller stated that the Ethics Commission should amend its by-laws to have a consistent provision in the law on how to proceed with legislative initiatives.

III. Discussion and possible action on a Recruitment Profile for the Executive Director position.

Agenda Item III was taken out of order and heard after agenda item IV.

Deputy Executive Director Mainardi left the well for this item.

Chair Renne introduced the item.

Commissioner Hur proposed changes to the enforcement priorities to include the language "lead staff in efforts to ensure compliance with ethics laws and effectively coordinate with other agencies."

Chair Renne stated that Larry Bush submitted an e-mail to the Commission with comments on what he believed should be included in the job profile, and he then solicited additional public comment.

Public Comment:

Larry Bush stated that his proposals included suggestions from Civil Grand Jury members. He stated that the profile fails to provide a real sense about the nature of political activity in San Francisco and the Commission's role in that activity. He stated that San Francisco is in a period of change that is bringing economic pressure on politics that has an impact on the work of the Commission. He stated the profile fails to mention San Francisco's unique level of citizen participation with City commissions. He stated that the profile does not give preference to enforcement in relation to the Commission's other duties. He stated that the duties of the Executive Director should be to follow the policies as set by the Commission, and that the way the profile is currently written it reads as if the Executive Director sets the policies while the Commission sits on the sidelines. He stated that among the critical qualifications of the Executive Director should be a record of enforcement.

Bob Planthold stated that he was appalled to see the profile as it was drafted, and that it reminded him of a report he wrote in eighth grade about the City of St. Louis where he was born and raised. He stated that the profile reads like a tourist promotional piece, and that it misses the point that the Commission needs an Executive Director who does not take a lot of days off and who is going to communicate with the Commission. He stated that the Commission should reject this profile and re-write it itself without worrying about a time-line. He stated that this was not worth the money spent.

Helda Garfola stated that the Executive Director for the Commission needs to be someone who has not been tainted by the current Executive Director. She stated that Mr. St. Croix has not been a good example of someone of a high standard. She stated that the Commission has abdicated its authority to Mr. St. Croix and that it is time for a new start in San Francisco. She stated that the new Executive Director should have a strong background in ethics with no ties to the previous administration.

Marc Solomon stated that he first got involved in politics in the late 1990's and that he met a commission secretary that was often drunk who told him that there are two types of commissions in San Francisco, those which the commission runs the department and those which the department runs the commission. He stated that when Mr. St. Croix was recruited, it was an attempt to go outside the civic culture of San Francisco, but what the Commission got was a Kennedy School of Government type. He stated that the profile should state that no Ivy League master's program graduates need apply. He stated that the Executive Director should be someone that is not afraid to stand up to strong vested interests, and who might have a litigation or forensic analysis background. He stated that the person should have a record of enforcement. He stated that whoever is chosen could be in the position for a long time, and that Mr. St. Croix was a better choice at the time he was hired than Mabel Ng, who would have been an unmitigated disaster of corruption.

Rob Van Ravensway stated that the profile should have a section that better outlines the legal framework of the Commission. He stated that it should better describe the laws of which the Commission has jurisdiction.

Derek Kerr stated that the Commission's own code of ethics calls for creating reform. He stated that too often the calls for reform have come from outside the Commission. He stated that the Commission has become an appendage of the City Attorney's office. He stated that the job profile suggests that adherence to laws defines ethical conduct and ignores the need to take an ethical stance to challenge the status quo. He stated that the profile prioritizes that the Executive Director must be neutral and impartial, and that while that is important, being neutral can become a mask for silent complicity. He stated that something more than neutrality is needed in an Executive Director. He stated that even a neutral Executive Director can be drawn toward the power of City Hall, and that is what has happened in recent years. He stated that the Commission should consider moral courage as a qualification.

Charles Marsteller stated that some important things have been omitted from the profile. He stated that the Commission's role in official misconduct hearings, while rare, should be outlined. He stated that maintaining boundaries is also critical for the Executive Director. He stated that the Commission must keep the Executive Director in-check.

Chair Renne stated that the goal of this meeting was to solicit public input which will be considered when he and Vice-Chair Andrews propose revisions to the job profile. He stated that the goal is to release the profile by August 1, 2015, with a closing date after Labor Day for a response.

In response to Commissioner Keane's question about the timetable, Chair Renne stated that the current Executive Director's last day is August 27, 2015, and that his hope was to have candidates to consider by the September 2015 Commission meeting.

Commissioner Keane stated that he is not satisfied with the proposed job description. He stated that it is very unimpressive. He stated that the information about the City reads as a tourist brochure and that he was immediately turned-off. He stated that the Commission is looking for a professional who has a focus and strength to address very important matters of ethics and that the person should be something of a bulldog. He stated that the Commission needs someone who will come to the position with intensity, and that the current job profile does not convey any intensity. He stated that the members of the public have said they want a zealous person who will not usurp the policy making aspect of the Commission. He stated that over the last few years the public has come to see the Executive Director as the person who runs the Commission with some justification. He stated the profile needs to be re-written and he proposed that the Commission take another month while other Commissioners could assist in the re-drafting of the profile.

Commissioner Hur stated that some changes do need to be made to the job profile, but that the Commission needs to balance spending many months trying to craft the perfect document against the need to fill the position within a reasonable time. He stated that the Commission delegated the responsibility of drafting the profile to the Chair and Vice-Chair and that the Commission should let them move forward taking into consideration what was conveyed at this meeting.

Commissioner Hayon stated that the public has provided excellent feedback but that the job profile is not the determining factor in hiring a great Executive Director. She stated that the profile does need to be improved but that the Chair and Vice-Chair are capable of doing so.

Public Comment:

Bob Dockendorf stated that the compensation is too low and that the Commission should rethink the amount of money being offered. He stated that the current amount of money offered will restrict the quality of candidates.

Chair Renne stated that the salary range is fixed and that the Commission would have to show a compelling reason to offer more money to a candidate.

Larry Bush stated that the City is not considering the special duties of the position and that there is room to increase the salary. He stated that the Commission should consider special considerations when determining the salary.

Charles Marsteller stated that the Commission might be consider not including a salary range in the job profile.

IV. Discussion and possible action on future Commission activities relating to its expenditure lobbyist ballot measure.

Chair Renne introduced the item.

DCA Shen stated that the Commission is prohibited from engaging in any advocacy for the passage of a ballot measure, including one that the Commission has put on the ballot. He stated that the Commission may speak to various groups interested in the ballot measure, but only to the extent that it provides factual and background information regarding the ballot measure. He stated that the Commission may discuss the historical background that brought about the measure as well as the legislative debate.

Responding to Commissioner Keane's request for guidance as to what is permissible regarding the advocacy of the proposed ballot measure, DCA Shen stated that Commission members may provide factual information about the measure, such as its purpose and what the measure is proposing to address.

DCA Shen also stated the Commission might consider establishing a communications protocol, to avoid any one Commissioner engaging in any form of campaign rhetoric, slogans, or expression on how he or she may vote.

Commissioner Hur stated that the Commission should use the findings section contained within the proposed legislation, with some minor modifications, to serve as the voter guide description. He stated that the language within the legislation is neutral and would meet the requirements of the voter guide.

Public Comment:

Larry Bush stated that the findings section does not include information that the proposed ballot measure restores a legal provision that used to exist in local law.

Bob Planthold stated that there is a difference between a proposal and a proposed ballot argument which should be clarified. He stated that the Commission should designate a representative to attend the ballot simplification hearings to answer any questions. He stated that any groups that invite the Commission to discuss the ballot measure will be disappointed if the speaker does not represent the Commission's position on the measure's passage.

Marc Solomon stated that the voter guide word limit in the early 2000's was 300 words for the argument and 250 words for the rebuttal. He stated that information stating that this ballot measure restores a previous law should be included. He stated that the Commission may inform the public that the Commission put this measure on the ballot with a super majority vote.

Charles Marsteller stated that the Commission may always refer to the history of the law and its previous version to the public.

Commissioner Keane proposed a friendly amendment to Commissioner Hur's motion to indicate that the ballot measure is a restoration of a prior law.

Commissioner Hur agreed and proposed the language and placement of the language to be included in the voter guide.

Motion 150727-01 (Hur/Renne) Moved, seconded, and passed (4-0, Andrews absent) to adopt section one, subsections (a) through (d) (Findings) of the proposed legislation as amended as the ballot argument for the Voter Information Pamphlet.

Chair Renne stated that Deputy Executive Director Mainardi should be designated as the Commission's representative at the ballot simplification hearings as well as to any group that requests information.

Commissioner Keane stated that he is troubled that the Commission cannot advocate for its own ballot measure. He stated that he considered challenging the prohibition under the First Amendment of the U.S. Constitution.

DCA Shen reiterated that the Commission cannot advocate for any ballot measure or candidate, but the Commission may provide information that is objective and impartial regarding its own ballot measure. The Commission may elect a member of the Commission if it prefers to represent the Commission, but that the delegation should be an official delegation.

Commissioner Keane stated that he would prefer that Chair Renne be the official spokesperson for the Commission instead of Deputy Executive Director Mainardi. He stated that this measure is important and having the Chair as the official delegation would demonstrate the importance of the measure.

Chair Renne stated that he would accept the official delegation, but would do so only in conjunction with Deputy Executive Director Mainardi.

Commissioner Hayon stated that it is important that the Commission be visible in representing the ballot measure and that she would support the Chair and Deputy Executive Director Mainardi work together as the official delegation.

Public Comment:

Larry Bush stated that several issues have already been raised regarding the ballot measure by some groups, including questions as to why it is being put forward as a ballot measure and why there is a distinction regarding non-profit groups.

Helda Garfola stated that a Commissioner should appear before the public to answer questions. She stated that the Commission needs to restore the public's confidence in the Commission.

Marc Solomon stated that a Commissioner should represent the Commission particularly at the ballot simplification hearings. He stated that a Commissioner should not advocate for any ballot measure as it could set a bad precedent.

An unidentified member of the public stated that the voter guide does have a 300 word limit, and the Commission should consider language for any possible rebuttal argument.

Derek Kerr stated that a Commissioner should be the official delegate to speak to the public about the measure. He stated that Commissioner Keane would be a better choice as the official delegate because he is familiar with the measure.

Commissioner Hayon stated that the Commission should consider drafting a document that addresses frequently asked questions regarding the measure.

DCA Shen stated that drafting a "FAQS" document is permissible so long as it does not advocate for the passage of the measure. He stated that the proposed language from the findings section does exceed the word limit, and that the Commission should delegate the responsibility of editing the language in the argument as well as the drafting of the rebuttal to one Commissioner. He stated that the Commission should state in the motion that Chair Renne has been granted the authority to edit the language in the argument and to draft a rebuttal if needed.

Motion 150727-02 (Hur/Keane) Moved, seconded, and passed (4-0, Andrews absent) that Chair Renne be the designated spokesperson regarding communications about the ballot measure with the assistance of Deputy Executive Director Mainardi, and that Chair Renne may edit the ballot argument to meet the word limit requirement and to draft any rebuttal.

V. Adjournment.

Motion 150727-03 (Hur/Keane): Moved, seconded, and passed (4-0, Andrews absent) that the Commission adjourn.

Public Comment:

None

The meeting adjourned at 6:58 P.M.

Minutes of the Regular Meeting of
The San Francisco Ethics Commission

July 27, 2015
Room 400 City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

GOVERNMENT
DOCUMENTS DEPT

AUG 26 2015

SAN FRANCISCO
PUBLIC LIBRARY

I. Call to order and roll call.

Chairperson Renne called the meeting to order at 5:30 PM.

COMMISSION MEMBERS PRESENT: Paul Renne, Chairperson; Beverly Hayon, Commissioner; Ben Hur, Commissioner; Peter Keane, Commissioner (Brett Andrews, Vice-Chairperson, absent, excused).

STAFF PRESENT: Jesse Mainardi, Deputy Executive Director; Johnny Hosey, Special Projects Assistant/Campaign Finance Assistant.

OFFICE OF THE CITY ATTORNEY: Andrew Shen, Deputy City Attorney (DCA).

OTHERS PRESENT: Charles Marsteller, Larry Bush, Bob Planthold, Marc Soloman, Helda Garfola, Derek Kerr, Rob Van Ravensway, Bob Dockendorf; and other unidentified members of the public.

MATERIALS DISTRIBUTED:

- Executive Director Draft Recruitment Profile;
- Expenditure Lobbyist Measure;
- Expenditure Lobbyist Legislative Digest;
- Draft Ballot Argument for Voter Information Pamphlet.

II. Public comment on matters appearing or not appearing on the agenda that are within the jurisdiction of the Ethics Commission.

Charles Marsteller stated that the Ethics Commission should amend its by-laws to have a consistent provision in the law on how to proceed with legislative initiatives.

III. Discussion and possible action on a Recruitment Profile for the Executive Director position.

Agenda Item III was taken out of order and heard after agenda item IV.

Deputy Executive Director Mainardi left the well for this item.

Chair Renne introduced the item.

Commissioner Hur proposed changes to the enforcement priorities to include the language "lead staff in efforts to ensure compliance with ethics laws and effectively coordinate with other agencies."

Chair Renne stated that Larry Bush submitted an e-mail to the Commission with comments on what he believed should be included in the job profile, and he then solicited additional public comment.

Public Comment:

Larry Bush stated that his proposals included suggestions from Civil Grand Jury members. He stated that the profile fails to provide a real sense about the nature of political activity in San Francisco and the Commission's role in that activity. He stated that San Francisco is in a period of change that is bringing economic pressure on politics that has an impact on the work of the Commission. He stated that the profile fails to mention San Francisco's unique level of citizen participation with City commissions. He stated that the profile does not give preference to enforcement in relation to the Commission's other duties. He stated that the duties of the Executive Director should be to follow the policies set by the Commission, and that the way the profile is currently written it reads as if the Executive Director sets the policies while the Commission sits on the sidelines. He stated that among the critical qualifications of the Executive Director should be a record of enforcement.

Bob Planthold stated that he was appalled to see the profile as it was drafted, and that it reminded him of a report he wrote in eighth grade about the City of St. Louis where he was born and raised. He stated that the profile reads like a tourist promotional piece, and that it misses the point that the Commission needs an Executive Director who does not take a lot of days off and who is going to communicate with the Commission. He stated that the Commission should reject this profile and re-write it itself without worrying about a timeline. He stated that this was not worth the money spent.

Helda Garfalo stated that the Executive Director for the Commission needs to be someone who has not been tainted by the current Executive Director. She stated that Mr. St. Croix has not been a good example of someone of a high standard. She stated that the Commission has abdicated its authority to Mr. St. Croix and that it is time for a new start in San Francisco. She stated that the new Executive Director should have a strong background in ethics with no ties to the previous administration.

Marc Solomon stated that he first got involved in politics in the late 1990's and that he met a commission secretary who was often drunk and who told him that there are two types of commissions in San Francisco, those where the commission runs the department and those where the department runs the commission. He stated that when Mr. St. Croix was recruited, it was an attempt to go outside the civic culture of San Francisco, but what the Commission got was a Kennedy School of Government type. He stated that the profile should state that no Ivy League master's program graduates need apply. He stated that the Executive Director should be someone that is not afraid to stand up to strong vested interests, and who might have a litigation or forensic analysis background. He stated that the person should have a record of enforcement. He stated that whoever is chosen could be in the position for a long time, and that Mr. St. Croix was a better choice at the time he was hired than Mabel Ng, who would have been an unmitigated disaster of corruption.

Rob Van Ravensway stated that the profile should have a section that better outlines the legal framework of the Commission. He stated that it should better describe the laws over which the Commission has jurisdiction.

Derek Kerr stated that the Commission's own code of ethics calls for creating reform. He stated that too often the calls for reform have come from outside the Commission. He stated that the Commission has become an appendage of the City Attorney's office. He stated that the job profile suggests that adherence to laws defines ethical conduct and ignores the need to take an ethical stance to challenge the status quo. He stated that the profile prioritizes that the Executive Director must be neutral and impartial, and that while that is important, being neutral can become a mask for silent complicity. He stated that something more than neutrality is needed in an Executive Director. He stated that even a neutral Executive Director can be drawn toward the power of City Hall, and that is what has happened in recent years. He stated that the Commission should consider moral courage as a qualification.

Charles Marsteller stated that some important things have been omitted from the profile. He stated that the Commission's role in official misconduct hearings, while rare, should be outlined. He stated that maintaining boundaries is also critical for the Executive Director. He stated that the Commission must keep the Executive Director in check.

Chair Renne stated that the goal of this meeting was to solicit public input which will be considered when he and Vice-Chair Andrews propose revisions to the job profile. He stated that the goal is to release the profile by August 1, 2015, with a closing date after Labor Day for applications.

In response to Commissioner Keane's question about the timetable, Chair Renne stated that the current Executive Director's last day is August 27, 2015, and that his hope was to have candidates to consider by the September 2015 Commission meeting.

Commissioner Keane stated that he is not satisfied with the proposed job description. He stated that it is very unimpressive. He stated that the information about the City reads as a tourist brochure and that he was immediately turned off. He stated that the Commission is looking for a professional who has a focus and strength to address very important matters of ethics and that the person should be something of a bulldog. He stated that the Commission needs someone who will come to the position with intensity, and that the current job profile does not convey any intensity. He stated that the members of the public have said that they want a zealous person who will not usurp the policy-making aspect of the Commission. He stated that over the last few years the public has come to see the Executive Director as the person who runs the Commission with some justification. He stated the profile needs to be re-written and proposed that the Commission take another month so other Commissioners could assist in re-drafting the profile.

Commissioner Hur stated that some changes do need to be made to the job profile, but that the Commission needs to balance spending many months trying to craft the perfect document against the need to fill the position within a reasonable time. He stated that the Commission delegated the responsibility of drafting the profile to the Chair and Vice-Chair and that the Commission should let them move forward, taking into consideration what was conveyed at this meeting.

Commissioner Hayon stated that the public has provided excellent feedback but that the job profile is not the determining factor in hiring a great Executive Director. She stated that the profile does need to be improved but that the Chair and Vice-Chair are capable of doing so.

Public Comment:

Bob Dockendorf stated that the compensation is too low and that the Commission should rethink the amount of money being offered. He stated that the current amount of money offered will restrict the quality of candidates.

Chair Renne stated that the salary range is fixed and that the Commission would have to show a compelling reason to offer more money to a candidate.

Larry Bush stated that the City is not considering the special duties of the position and that there is room to increase the salary. He stated that the Commission should consider special considerations when determining the salary.

Charles Marsteller stated that the Commission might consider not including a salary range in the job profile.

IV. Discussion and possible action on future Commission activities relating to its expenditure lobbyist ballot measure.

Chair Renne introduced the item.

DCA Shen stated that the Commission is prohibited from engaging in any advocacy for the passage of a ballot measure, including one that the Commission has put on the ballot. He stated that the Commission may speak to various groups interested in the ballot measure, but only to the extent that it provides factual and background information regarding the ballot measure. He stated that the Commission may discuss the historical background that brought about the measure as well as the legislative debate.

Responding to Commissioner Keane's request for guidance as to what is permissible regarding advocacy of the proposed ballot measure, DCA Shen stated that Commission members may provide factual information about the measure, such as its purpose and what the measure is proposing to address.

DCA Shen also stated that the Commission might consider establishing a communications protocol, to avoid any one Commissioner engaging in any form of campaign rhetoric, slogans, or expression on how he or she may vote.

Commissioner Hur stated that the Commission should use the findings section contained within the proposed legislation, with some minor modifications, to serve as the voter guide description. He stated that the language within the legislation is neutral and would meet the requirements of the voter guide.

Public Comment:

Larry Bush stated that the findings section does not include information that the proposed ballot measure restores a provision that used to exist in local law.

Bob Planthold stated that there is a difference between a proposal and a proposed ballot argument which should be clarified. He stated that the Commission should designate a representative to attend the Ballot Simplification Committee hearings to answer any questions. He stated that any groups that invite the Commission to discuss the ballot measure will be

disappointed if the speaker does not represent the Commission's position on the measure's passage.

Marc Solomon stated that the voter guide word limit in the early 2000's was 300 words for the argument and 250 words for the rebuttal. He stated that information stating that this ballot measure restores a previous law should be included. He stated that the Commission may inform the public that the Commission put this measure on the ballot with a super-majority vote.

Charles Marsteller stated that the Commission may refer to the history of the law and its previous version to the public.

Commissioner Keane proposed a friendly amendment to Commissioner Hur's motion to indicate that the ballot measure is a restoration of a prior law.

Commissioner Hur agreed and proposed the language and placement of the language to be included in the voter guide.

Motion 150727-01 (Hur/Renne) Moved, seconded, and passed (4-0, Andrews absent) to adopt section one, subsections (a) through (d) (Findings) of the proposed ordinance as amended as the ballot argument for the Voter Information Pamphlet.

Chair Renne stated that Deputy Executive Director Mainardi should be designated as the Commission's representative at the Ballot Simplification Committee hearings as well as to any group that requests information.

Commissioner Keane stated that he is troubled that the Commission cannot advocate for its own ballot measure. He stated that he considered challenging the prohibition under the First Amendment of the U.S. Constitution.

DCA Shen reiterated that the Commission cannot advocate for any ballot measure or candidate, but the Commission may provide information that is objective and impartial regarding its own ballot measure. He stated that the Commission may elect a member of the Commission if it prefers to represent the Commission, but that the delegation should be an official delegation.

Commissioner Keane stated that he would prefer that Chair Renne be the official spokesperson for the Commission instead of Deputy Executive Director Mainardi. He stated that this measure is important and having the Chair as the official delegate would demonstrate the importance of the measure.

Chair Renne stated that he would accept the official delegation, but would do so only in conjunction with Deputy Executive Director Mainardi.

Commissioner Hayon stated that it is important that the Commission be visible in representing the ballot measure and that she would support the Chair and Deputy Executive Director Mainardi working together as the official delegation.

Public Comment:

Larry Bush stated that several issues have already been raised regarding the ballot measure by some groups, including questions as to why it is being put forward as a ballot measure and why there is a distinction regarding non-profit groups.

Helda Garfola stated that a Commissioner should appear before the public to answer questions. She stated that the Commission needs to restore the public's confidence in the Commission.

Marc Solomon stated that a Commissioner should represent the Commission particularly at the Ballot Simplification Hearings. He stated that a Commissioner should not advocate for any ballot measure as it could set a bad precedent.

An unidentified member of the public stated that the voter guide does have a 300 word limit and that the Commission should consider language for any possible rebuttal argument.

Derek Kerr stated that a Commissioner should be the official delegate to speak to the public about the measure. He stated that Commissioner Keane would be a better choice as the official delegate because he is familiar with the measure.

Commissioner Hayon stated that the Commission should consider drafting a document that addresses frequently asked questions regarding the measure.

DCA Shen stated that drafting a "FAQ" document is permissible so long as it does not advocate for the passage of the measure. He stated that the proposed language from the findings section does exceed the word limit, and that the Commission should delegate the responsibility of editing the language in the argument as well as the drafting of the rebuttal to one Commissioner. He stated that the Commission should state in the motion that Chair Renne has been granted the authority to edit the language in the argument and to draft a rebuttal if needed.

Motion 150727-02 (Hur/Keane) Moved, seconded, and passed (4-0, Andrews absent) that Chair Renne be the designated spokesperson regarding communications about the ballot measure with the assistance of Deputy Executive Director Mainardi, and that Chair Renne may edit the ballot argument to meet the word limit requirement and to draft any rebuttal.

V. Adjournment.

Motion 150727-03 (Hur/Keane): Moved, seconded, and passed (4-0, Andrews absent) that the Commission adjourn.

Public Comment:

None

The meeting adjourned at 6:58 P.M.

Ethics Commission



25 Van Ness Ave., Suite 220
San Francisco, CA 94102
Phone 252-3100 Fax 252-3112

**SAN FRANCISCO ETHICS COMMISSION
NOTICE OF REGULAR MEETING**

August 24, 2015, 5:30 P.M.

and AGENDA

Room 400, City Hall

1 Dr. Carlton B. Goodlett Place, San Francisco

GOVERNMENT
DOCUMENTS DEPT

AUG 21 2015

SAN FRANCISCO
PUBLIC LIBRARY

- I. Call to order and roll call.
- II. Public comment on matters appearing or not appearing on the agenda.
- III. Discussion and possible action regarding Commission activities relating to its expenditure lobbyist ballot measure. (Attachments: Submitted proponent and rebuttal arguments for Voter Information Pamphlet; opponent argument for same; Frequently Asked Questions sheet.)
- IV. Discussion and possible action regarding staff's proposal to issue warning letters instead of pursuing fines for certain violations of disclaimer requirements for campaign-related communications. (Attachment: Staff memorandum.)
- V. Discussion and possible action regarding the Commission's efforts to hire a new Executive Director. (Attachment: Final job profile.)
- VI. Discussion and possible action regarding complaints received or initiated by the Ethics Commission concerning: (1) California Government Code sections 81004(a) (failure to verify accuracy of campaign statement), 84104 (failure to maintain committee records), 84211 (failure to disclose all campaign finance activity); San Francisco Campaign and Governmental Conduct Code sections 1.106, 1.114 (exceeding contribution limit); (2) California Government Code sections 81004(a) (failure to verify accuracy of campaign statement), 84104 (failure to maintain required committee records), 84211 (failure to disclose all campaign finance activity); San Francisco Campaign and Governmental Conduct Code sections 1.106, 1.109 (failure to maintain committee records), 1.114 (exceeding contribution limit), 1.118 (failure to pay accrued expenses); and (3) San Francisco Campaign and Governmental Conduct Code sections 1.114 (exceeding contribution limit), 3.218 (engaging in incompatible activities), and 3.230 (engaging in prohibited political activity). Possible Closed Session.
 - a. Public comment on all matters pertaining to Agenda Item VI, including whether to meet in closed session.

b. Vote on whether to assert attorney-client privilege and meet in closed session under Charter section C3.699-13, Brown Act section 54956.9 and Sunshine Ordinance section 67.10(d) to discuss anticipated litigation as plaintiff. (Action.)

c. Conference with Legal Counsel: Anticipated litigation as plaintiff. (Discussion and possible action.)

Number of possible cases: 3

d. If closed session is held, reconvene in open session.

e. Discussion and vote pursuant to Brown Act section 54957.1 and Sunshine Ordinance section 67.12 on whether to disclose any action taken or discussions held in closed session regarding anticipated litigation as plaintiff. (Discussion and possible action.)

Motion: The Ethics Commission moves (not) to disclose its closed session deliberations re: anticipated litigation.

VII. Discussion and possible action on the Commission's June 29 and July 27, 2015 draft meeting minutes. (Attachments: June 29, 2015 draft minutes; July 27, 2015 draft minutes.)

VIII. Discussion of Acting Executive Director's Report. An update of important Ethics Commission staff activities since the previous monthly meeting. The written report, which is available at the Commission office and on its website, covers the investigation and enforcement program, revenues, campaign finance disclosure program, revenues, public financing/campaign finance audit program, lobbyist program, campaign consultant program, and outreach and education. Any of these subjects may potentially be part of the Director's presentation or discussed by the Commission. (Attachment: Acting Executive Director's Report.)

IX. Items for future meetings. Commissioners may propose items for future agendas and the Commission may determine the priority of these items. (Discussion.)

X. Adjournment.

There will be an opportunity for public comment on each agenda item.

Materials contained in the Commission packets for meetings are available for inspection and copying during regular office hours at the Ethics Commission, 25 Van Ness Avenue, Suite 220, at least 72 hours prior to meetings. Any materials distributed to members of the Ethics Commission within 72 hours of the meeting or after the agenda packet has been delivered to the members are available for public inspection at the Ethics Commission, 25 Van Ness Avenue, Suite 220, San Francisco, during normal office hours. Cell phones, pagers and similar sound-producing electronic devices: The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. The Chair may order the removal from the meeting room of any person responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Disability Access: The Ethics Commission meeting will be held in Room 400, City Hall, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA. The Commission meeting room is accessible to persons using wheelchairs

and other assistive mobility devices. Ramps are available at the Grove, Van Ness and McAllister entrances. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

To request assistive listening devices, real time captioning, sign language interpreters, readers, large print agendas or other accommodations, please contact the Ethics Commission at (415) 252-3100 or ethics.commission@sfgov.org at least 72 hours in advance before the meeting, except for Monday meetings, for which the deadline is 4:00 p.m. the previous Friday. Late requests will be honored, if possible.

Language Access: Per the Language Access Ordinance (Chapter 91 of the San Francisco Administrative Code), Chinese, Spanish and or Filipino (Tagalog) interpreters will be available upon requests. Meeting Minutes may be translated, if requested, after they have been adopted by the Commission. Assistance in additional languages may be honored whenever possible. To request assistance with these services please contact at (415) 252-3100 or ethics.commission@sfgov.org at least 48 hours in advance of the hearing. Late requests will be honored if possible.

Chemical-Based Products: In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical-based products. Please help the City accommodate these individuals.

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE (Chapter 67 of the San Francisco Administrative Code): Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review.

FOR MORE INFORMATION ON YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE OR TO REPORT A VIOLATION OF THE SUNSHINE ORDINANCE, CONTACT THE SUNSHINE ORDINANCE TASK FORCE, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689; phone: (415) 554-7724; fax: (415) 554-7854; email: SOTF@SFGOV.ORG. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, at the San Francisco Public Library, and on the City's website at <http://www.sfgov.org>

Lobbyist Registration and Reporting Requirements: Individuals who influence or attempt to influence local policy or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code sections 2.100 – 2.160) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102; telephone (415) 252-3100, fax (415) 252-3112; and website: www.sfgov.org/ethics.

Proposition C – Ethics Commission Ballot Argument

The City has a long-standing, compelling interest in furthering public disclosure of the identities of lobbyists and of their efforts to influence decision-making regarding local legislative and administrative matters. This ballot measure seeks to protect public confidence in the responsiveness and representative nature of government officials and institutions.

The City currently requires lobbyists who directly contact City officials, referred to as “contact lobbyists,” to register with the Ethics Commission and disclose their lobbying activities. But individuals, businesses, non-profit organizations, labor unions, and trade associations also attempt to indirectly influence City officials by urging others to directly lobby those officials. These indirect lobbyists, referred to as “expenditure lobbyists,” make payments in an attempt to encourage others to directly lobby City officials by urging them to attend legislative hearings to speak on their behalf, by providing them with transportation to public meetings, by using advertising outlets to ask others to call or contact City officials’ offices to make their arguments, or by making donations in exchange for their direct lobbying efforts. Given these efforts, it is often difficult for City officials to know whether the individuals directly approaching them are truly voicing their own opinions or are doing so at the behest of expenditure lobbyists.

Prior to 2009, expenditure lobbyists were required to register; this ballot measure reinstates that requirement and makes San Francisco’s reporting requirements consistent with those of Los Angeles, Sacramento, San Diego, San Jose and the State of California.

This ballot measure imposes reasonable, narrowly tailored registration and disclosure requirements on expenditure lobbyists, obligating them to reveal information about their efforts to influence decision-making. Since expenditure lobbyists and direct, contact lobbyists both attempt to influence the City’s legislative process, this ordinance imposes the same sorts of registration and disclosure requirements on both types of lobbyists.

San Francisco Ethics Commission

Proposition C – Ethics Commission Rebuttal

Proposition C was placed on the ballot by a unanimous vote of the members of the San Francisco Ethics Commission. It imposes registration and reporting obligations on any individual and any organization that spends at least \$2,500 in a calendar month to solicit, request, or urge others to directly lobby City officers (i.e., elected City officials, members of City boards and commissions, and City department heads). Other jurisdictions regulate such "expenditure lobbying" and similar activities, although not always in the same manner. Those jurisdictions include Los Angeles, Sacramento, San Diego, San Jose, and the State of California.

Employees of tax-exempt non-profit organizations are not exempted from the lobbying reporting requirements, which apply to all individuals and entities, including the obligation to register and report their activities; only certain of these employees – those working for charities and social welfare organizations – will be exempted from having to pay the \$500.00 registration fee. This exemption reflects the fact that many of these employees may be paid less than private sector employees. San Francisco law regulating direct lobbyists contains the same exemption.

San Francisco Ethics Commission

6 ARGUMENT TEXT

- Argument text will be printed in the Voter Information Pamphlet exactly as submitted. Please ensure that all information is legible and correct.
- Type the complete text of the ballot argument in the space below. Attach additional pages if necessary.
- Use standard text, or bold, italics, or bold italics for emphasis. Format the text as desired below, or underline any text that you would like to appear in bold ("B"), italics ("I"), or bold italics ("BI") and note this formatting in the left margin. Use clear paragraph spacing.
- Include the names of all Authors, along with any titles or identifying information. This information will count toward the argument's total word count. Signature information will be printed in italics.
- Count the number of words in each line of the argument and note the total in the right margin.
- The Department of Elections will not underline argument text, print argument text in columns or with other unusual spacing, or print graphics.
- Submitters of handwritten or hand-edited arguments must sign an acknowledgment that the Department of Elections is not responsible for any errors resulting from unintentional misinterpretation of the handwritten material.

The undersigned Author(s) of this ballot argument in favor of or against Proposition C for the election to be held in San Francisco on Nov 3 2015, hereby state that such argument is true and correct to the best of his, her, or their knowledge and belief. All Authors of this argument are registered to vote in San Francisco.

Format: B, I, BI	Keep Text Within the Vertical Lines	Words per line
B-CAPS	THIS LOBBYIST BALLOT MEASURE NEEDS TO BE	7
B-CAPS	REDRAFTED. THE ETHICS COMMISSION SHOULD NOT	5
B-CAPS	HAVE THE POWER TO WAIVE THE LOBBYIST	7
B-CAPS	FEES OF EMPLOYEES OF TAX-EXEMPT	6
B-CAPS	ORGANIZATIONS COVERED BY 26 U.S.C. SECTION	6
B-CAPS	501(C)(3) OR 501(C)(4)	7
	... The employees of tax-exempt organizations should	7
	be covered by the same general lobbying laws as	9
	other organizations, businesses, and corporations	5
	taking part in the legislative process.	6
	The policy of granting waivers to employees of	8
	non-profit and/or tax-exempt organizations	6
	to exempt them from lobbyist registration fees	7
	needs to finally be halted in the City and County	10
	of San Francisco.	2
	Modern business entities, corporations, and	5
	labor organizations should be governed by	6
	similar legislative lobbying rules under	5
	modern economic and social conditions.	5
	It is time for the San Francisco to	7
	adapt its lobbying standards to those of	7
	other California cities.	3
	Dr. Terence Faulkner, J.D. United States President's Federal Executive Awards Committee (1988)	4 5 2
Total word count: 148		
Department of Elections Use Only		
Total # of words _____ x \$2.00/word = _____ +\$200.00 =	Receipt #	
# of signatures in lieu of filing fee: _____ x \$0.50/signature =	Check amount	
TOTAL	Check #(s)	
# of invalid signatures: _____ x \$0.50/signature =	# of checks	Cash amount
ADJUSTED FEE		
Proofed by: AD	# of authors	Staff initials
	# of pages	



**Frequently Asked Questions About the Expenditure Lobbyist Measure
On the November 3, 2015 San Francisco Ballot (Proposition C)**

On June 29, 2015, the Ethics Commission voted unanimously to place a measure regulating "expenditure lobbyists" on the ballot for the November 3, 2015 election. Answers to frequently asked questions about this measure, Proposition C, are found below.

* * * * *

What is an "expenditure lobbyist"?

An expenditure lobbyist is any individual or organization that spends at least \$2,500 in a calendar month to solicit, request, or urge *others* to directly lobby City officers (i.e., elected City officials, members of City boards and commissions, and City department heads).

Expenditure lobbyists are different from the "contact" lobbyists currently regulated by City law. Contact lobbyists are individuals paid to directly lobby City officers via e-mail, telephone calls, or in-person meetings.

What are some examples of expenditure lobbying?

Examples of payments that constitute expenditure lobbying include:

- Paying to transport speakers to a Board of Supervisors meeting;
- Buying ads urging members of the public to call or contact City officials' offices; and
- Donating to a nonprofit organization in exchange for their direct lobbying efforts

What is not expenditure lobbying?

The following is not expenditure lobbying:

- Payments made to a registered lobbyist who directly contacts City officers;
- Payments made to an organization for membership dues;
- Payments made by an organization to distribute communications to its members;
- Payments made by a news media organization to develop and distribute its publications; and
- Payments made by a client to a representative to appear on the client's behalf in a legal proceeding before a City agency or department

What does this measure require expenditure lobbyists to do?

Under the measure, an individual or organization qualifying as an expenditure lobbyist must:

Can this proposal be amended or changed at a later date?

Yes. In general, voter-approved measures can only be amended by later voter-approved measures. But this measure also allows the Board of Supervisors to amend its provisions if:

- The amendment furthers the purposes of the Lobbyist Ordinance;
- The Ethics Commission approves the proposed amendment in advance by at least a four-fifths vote of all its members;
- The proposed amendment is available for public review at least 30 days before the amendment is considered by the Board of Supervisors or any committee of the Board of Supervisors; and
- The Board of Supervisors approves the proposed amendment by at least a two-thirds vote of all its members.

What is the Ethics Commission?

San Francisco voters established the Ethics Commission in November 1993 through a ballot measure that amended the City Charter. The Ethics Commission serves the public, city employees and officials and candidates for public office through education and enforcement of ethics laws. It oversees the registration and regulation of campaign consultants, candidates, and lobbyists, among many other duties.

What is the Ethics Commission's role with respect to this measure?

On June 29, 2015, the Ethics Commission voted unanimously to place the expenditure lobbyist measure on the ballot for the November 3, 2015 election.

The Ethics Commission is subject to strict political activity restrictions that prevents its members and staff from openly advocating for the passage of ballot measures, including measures that it places on the ballot itself.

But the Ethics Commission can provide objective and impartial information regarding the expenditure lobbyist measure, such as this Frequently Asked Questions page.

If you would like to ask questions about the expenditure lobbyist measure, or have someone from the Ethics Commission speak about this measure at an event or meeting, please contact Jesse Mainardi at jesse.mainardi@sfgov.org or (415) 252-3100.

* * * * *



ETHICS COMMISSION CITY AND COUNTY OF SAN FRANCISCO

PAUL A. RENNE
CHAIRPERSON

Date: August 19, 2015

BRETT ANDREWS
VICE-CHAIRPERSON

To: Members, Ethics Commission

BEVERLY HAYON
COMMISSIONER

From: Jesse Mainardi, Acting Executive Director

BENEDICT Y. HUR
COMMISSIONER

Re: Proposed Modification of Fixed Penalty Policy for CFRO Violations

PETER KEANE
COMMISSIONER

Summary of Proposed Commission Action

JESSE MAINARDI
ACTING EXECUTIVE
DIRECTOR

Staff requests authorization to propose, for Commission approval, warning letters for minor disclaimer violations instead of fines when staff believes that the facts do not warrant strict adherence to the Commission's current policies for such violations. The Commission would retain the authority to accept or reject the proposed warning letters.

Discussion

In July 2013, the Commission approved a number of policies that imposed standard enforcement procedures and fixed penalties for certain violations of the City's Campaign Finance Reform Ordinance ("CFRO"). Violations of the City's disclaimer requirements (i.e., "Paid for by" rules) were covered by these policies. (See attachment, pp. 5-6.) Under these policies, the Commission is typically required to impose fines on campaigns that have failed to print disclaimers on mailers in the required font size.

In June 2015, the Board of Supervisors and the Mayor approved numerous amendments to CFRO, including changes to the City's disclaimer rules. Among other things, the CFRO amendments changed the required font sizes on mailers, mandated a reference to the Commission's website, and lowered the threshold for disclosing major donors to independent expenditure and ballot measure committees. Staff released guidance regarding these changes to the regulated community at the end of July.

Due to these amendments, the current policies for violations of disclaimer requirements are out-of-date. For example, the policies currently cite incorrect provisions of the Campaign and Governmental Conduct Code and refer to the prior 14-point type disclaimer requirements, instead of the current 12-point type standard. Staff plans to update these policies in the near future.

But until staff has the opportunity to update these policies, it would benefit the public and campaigns subject to these disclaimer requirements to clarify the

Commission's current approach to violations of disclaimer requirements. In addition, given the recent transition to the new rules, staff anticipates a greater than usual number of inadvertent disclaimer violations this election cycle. For these reasons, staff believes that certain minor disclaimer violations may warrant a warning letter instead of strict adherence to the fine mandated by the current policies.

By way of example, staff believes that a warning letter may be appropriate for a campaign: (1) without any history of violations; (2) whose disclaimer is generally complete, but is printed in, say, 10 point font (instead of 12) or is missing the required reference to the Ethics Commission's website; and (3) which did not deliberately fail to comply. However, staff believes that a fixed penalty under the current policies is more appropriate if, for example, a mailer which did not include any disclaimer at all.

Therefore, staff requests that the Commission authorize staff to propose warning letters in enforcement matters concerning minor disclaimer violations instead of fines when staff believes that the facts do not warrant strict adherence to the Commission's policies for fixed enforcement penalties. Staff would consider such authorization to cover all communications for the 2015 election. The Commission would of course retain the authority to reject a proposed warning letter in any enforcement matter, and direct staff to pursue appropriate fines.

* * * * *

Attachment

S:\Enforcement\Investigations.Enforcement.Regulations\Enforcement.Investigations.Regulations\Enf Policy Amendments.docx



Ethics Commission Policies re Fixed Penalties for Violations of Certain CFRO Sections

INTRODUCTION

At its July 22, 2013 meeting, the Ethics Commission approved the following policies to establish fixed penalties for violations of certain provisions of the Campaign Finance Reform Ordinance ("CFRO"), San Francisco Campaign and Governmental Conduct Code ("C&GC Code") section 1.100, et seq. Violations of the sections identified below are generally discovered during a review of campaign finance statements or other disclosure statements and, in general require little, if any, additional investigation or other evidence to show that the violation occurred. While the policies will generally require a Respondent to enter into a stipulated order with the Commission, each Respondent remains free to exercise his or her rights under the Enforcement Regulations to move through the hearing process for any alleged violation of law.

These policies will be effective for activities related to the November 2013 election and will remain effective until modified or rescinded by majority vote of the Commission. Staff is bound by the adopted policies regarding these violations until changed by the Commission. The Commission retains the authority to approve or disapprove the stipulation and settlement amounts.

If there is more than one violation, either multiple instances of the same code section and/or different code sections, Respondent will be liable for the penalty amount of each violation. If a violation pertains to a law that requires a campaign or other disclosure statement to be amended, the amended statement must be filed prior to the stipulation's approval.

VIOLATIONS OF CFRO SECTION 1.114 BY CANDIDATES

CFRO section 1.114(a)(1) prohibits a candidate committee from soliciting or accepting a contribution from any person that will cause the contribution received from that person to exceed \$500. Section 1.114(b) prohibits any corporation from making a contribution to a candidate committee. Section 1.114(e) states that if the cumulative amount of contributions received from a contributor is \$100 or more, the committee may not deposit the contribution unless the committee has the following information: the contributor's full name; the contributor's street address; the contributor's occupation; and the name of the contributor's employer or, if the contributor is self-employed, the name of the contributor's business.¹

¹ Section 1.114(d) states that for purposes of the contribution limits, the contributions of an entity whose contributions are controlled by any individual must be aggregated with contributions made by that individual and any other entity whose contributions are directed and controlled by the same individual. Because violations of section 1.114(d) are not easily discovered during a review of campaign disclosure statements, they are not included in this

Under section 1.114(f), each committee that receives a contribution that exceeds the contribution limit or that does not comply with the other requirements of section 1.114 “shall pay promptly” the excess amount to the Ethics Commission, for deposit into the City’s General Fund.

The Commission approved the following schedule of settlement and penalties to govern Respondent candidates/candidate committees that violate section 1.114.

1. If, during a preliminary review, there is a reason to believe that a candidate committee may have committed a violation of section 1.114(a)(1), (b) or (c), Enforcement staff will notify the candidate committee of the violation(s) and advise that the matter is in preliminary review. The notice will provide the following information:
 - a. The committee has fourteen (14) days to forfeit the excess contribution or provide evidence as to why there is not a violation; and
 - b. If no such evidence is presented, in addition to forfeiting the excess contribution, an enforcement action will be initiated immediately after the fourteenth (14th) day; and
 - c. A Probable Cause Report will be issued 21 business days after the enforcement action is initiated.
2. If evidence is presented prior to the 14-day deadline demonstrating that there is no violation, the matter will be dismissed by the Executive Director.
3. If evidence is presented after the 14-day deadline demonstrating that there is no violation, the Commission will review the evidence and determine whether the matter should be dismissed in closed session.
4. If no exonerating evidence is presented prior to the 14-day deadline, Respondent must forfeit the amount of each excess contribution. In addition, a formal enforcement action will be initiated with the following schedule for stipulated orders:
 - a. Stipulation prior to issuance of Probable Cause Report – Respondent must sign stipulation stating that a violation(s) occurred and pay a settlement amount equal to two times the amount of the total excess contribution(s) but not to exceed \$5,000 per violation (mitigation/aggravation factors may apply).
 - b. Stipulation after issuance of Probable Cause Report – Respondent must sign stipulation stating that a violation(s) occurred and pay a settlement amount equal to three times the amount of the total excess contribution(s) but not to exceed \$5,000 per violation (mitigation/aggravation factors may apply).
 - c. Stipulation after the Commission makes a finding of probable cause – Respondent must sign stipulation stating that a violation(s) occurred and pay a settlement amount of four times the amount of the total excess contribution(s) but not to exceed \$5,000 per violation (mitigation/aggravation factors may apply).

settlement and penalties scheme. Instead, such violations will be handled via the normal course of handling violations pursuant to the Commission’s Regulations for Investigations and Enforcement Proceedings.

In addition, section 1.114(c), adopted by the voters as part of Proposition O in 2000, sets limits on the amount of contributions a person may make to non-candidate committees that make expenditures to support or oppose candidates. On September 20, 2007, a federal district court issued a preliminary injunction enjoining enforcement of section 1.114(c); since then, the Commission has not enforced the section. The court has since issued a permanent injunction prohibiting the City from enforcing section 1.114(c).

VIOLATIONS OF CFRO SECTION 1.114(e) BY COMMITTEES

Section 1.114(e) provides that no committee – not just candidate committees – may deposit any contribution that causes the total amount of contributions received from a contributor to total \$100 or more unless the committee has information regarding the contributor's full name, street address and occupation. The same procedures set forth above regarding violations of section 1.114(e) by candidate committees apply also to other committees that file reports with the Ethics Commission.

VIOLATIONS OF CFRO SECTION 1.114(a) BY CONTRIBUTORS

Section 1.114(a)(1) prohibits any person other than a candidate from making a contribution that exceeds \$500 to a candidate committee; section 1.114(a)(2) prohibits any person from making a contribution that will cause the total amount contributed by such person to all candidate committees in an election to exceed \$500 multiplied by the number of City elective offices to be voted on in that election. On June 24, 2013, the Commission approved the issuance of a Contributor Guide. Now that this guide is available to the public, contributors are on notice that they are personally subject to the provisions set forth in section 1.114. The following schedule of settlement and penalties will govern Respondent contributors who violate section 1.114.

1. If, during a preliminary review, there is a reason to believe that a contributor may have committed a violation of section 1.114(a)(1) or (a)(2), Enforcement staff will notify the contributor of the violation(s) and advise that the matter is in preliminary review. The notice will provide the following information:
 - a. The contributor has fourteen (14) days to provide evidence as to why there is not a violation;
 - b. If no such evidence is provided, an enforcement action will be initiated immediately after the fourteenth (14th) business day; and
 - c. A Probable Cause Report will be issued 21 business days after the enforcement action is initiated.
2. If evidence is presented prior to the 14-day deadline demonstrating that there is no violation, the matter will be dismissed by the Executive Director.
3. If evidence is presented after the 14-day deadline demonstrating that there is no violation, the Commission will review the evidence and determine whether the matter should be dismissed in closed session.
4. If no exonerating evidence is presented prior to the 14-day deadline, a formal enforcement action will be initiated with the following schedule for stipulated orders:
 - a. First Offense – Respondent contributor must sign a stipulation agreeing that he or she violated the law. No fine/penalty amount will be assessed. If Respondent contributor refuses to sign a stipulation, staff will issue a Probable Cause Report and follow the schedule in sections b.ii and b.iii below.
 - b. Two or More Offenses:
 - i. Stipulation prior to issuance of Probable Cause Report – Respondent must sign stipulation stating that a violation(s) occurred and pay a settlement amount equal to two times the amount of the total excess contribution(s) but not to exceed \$5,000 per violation (mitigation/aggravation factors may apply).

- ii. Stipulation after issuance of Probable Cause Report – Respondent must sign stipulation stating that a violation(s) occurred and pay a settlement amount equal to three times the amount of the total excess contribution(s) but not to exceed \$5,000 per violation (mitigation/aggravation factors may apply).
- iii. Stipulation after the Commission makes a finding of probable cause – Respondent must sign stipulation stating that a violation(s) occurred and pay a settlement amount of four times the amount of the total excess contribution(s) but not to exceed \$5,000 per violation (mitigation/aggravation factors may apply).

VIOLETIONS OF CFRO SECTION 1.116

CFRO section 1.116 sets limits on the amount of money a candidate may loan to his or her candidate committee. The limits are \$15,000 for a candidate for the Board of Supervisors, the Board of Education or the Community College District, \$120,000 for a candidate for Mayor, or \$35,000 for a candidate for Assessor, Public Defender, City Attorney, Treasurer, District Attorney, or Sheriff.² Under section 1.116, in addition to any other penalty, a loan made by a candidate to his or her campaign in excess of the allowable amounts is deemed a contribution to the campaign and may not be repaid to the candidate. The following schedule of settlement and penalties will govern Respondent candidates who violate section 1.116.

1. If, during a preliminary review, there is a reason to believe that a candidate may have committed a violation of section 1.116, Enforcement staff will notify the candidate of the violation(s) and advise that the matter is in preliminary review. The notice will provide the following information:
 - a. The candidate has fourteen (14) days to provide evidence as to why there is not a violation; and
 - b. An enforcement action will be initiated immediately after the fourteenth (14th) day; and
 - c. A Probable Cause Report will be issued 21 business days after the enforcement action is initiated.
2. If evidence is presented prior to the 14-day deadline demonstrating that there is no violation, the matter will be dismissed by the Executive Director.
3. If evidence is presented after the 14-day deadline demonstrating that there is no violation, the Commission will review the evidence and determine whether the matter should be dismissed in closed session.
4. If no exonerating evidence is presented prior to the 14-day deadline, a formal enforcement action will be initiated with the following schedule for stipulated orders:
 - a. Stipulation prior to issuance of Probable Cause Report – Respondent must sign stipulation stating that a violation(s) occurred and pay a settlement amount equal to 20 percent of the maximum fine per violation, or \$1,000 (mitigation/aggravation factors may apply).
 - b. Stipulation after issuance of Probable Cause Report – Respondent must sign stipulation stating that a violation(s) occurred and pay a settlement amount of 50 percent of the maximum fine per violation, or \$2,500 (mitigation/aggravation factors may apply).

² Publicly-financed candidates must agree not to loan or donate to their campaigns, in total, more than \$5,000 of their own money; nor may they accept any loan from anyone else. CFRO § 1.140(a)(1)(D). The settlement and penalties structure discussed here do not apply to violations of section 1.140(a)(1)(D).

- c. Stipulation after the Commission makes a finding of probable cause – Respondent must sign stipulation stating that a violation(s) occurred and pay a settlement amount equal to 80 percent of the maximum fine per violation per violation, or \$4,000 (mitigation/aggravation factors may apply).

VIOLATIONS OF CFRO SECTIONS 1.161, 1.161.5, OR 1.162

Several sections of the CFRO require written disclaimer statements that, among other things, identify who paid for the mass mailing (section 1.161), electioneering communication (section 1.161.5), and campaign advertisement (section 1.162). These printed disclosures must be in at least 14 point type and in a color or print that contrasts with the background so as to be easily legible to the intended public. The following schedule of settlement and penalties will govern committees that violate the disclaimer and disclosure sections of the CFRO.

1. If, during a preliminary review, there is a reason to believe that a committee may have committed a violation of any part of section 1.161, 1.161.5, or 1.162, Enforcement staff will notify the committee and advise that the matter is in preliminary review. The notice will provide the following information:
 - a. The committee has fourteen (14) days to provide evidence as to why there is not a violation; and
 - b. An enforcement action will be initiated immediately after the fourteenth (14th) day; and
 - c. A Probable Cause Report will be issued 21 business days after the enforcement action is initiated.
2. If evidence is presented prior to the 14-day deadline demonstrating that there is no violation, the matter will be dismissed by the Executive Director.
3. If evidence is presented after the 14-day deadline demonstrating that there is no violation, the Commission will review the evidence and determine whether the matter should be dismissed in closed session.
4. If no exonerating evidence is presented prior to the 14-day deadline, a formal enforcement action will be initiated with the following schedule for stipulated orders:
 - a. Stipulation prior to issuance of Probable Cause Report – Respondent must sign stipulation stating that a violation(s) occurred and pay a settlement amount equal to 20 percent of the maximum fine per violation, or \$1,000 (mitigation/aggravation factors may apply).
 - b. Stipulation after issuance of Probable Cause Report – Respondent must sign stipulation stating that a violation(s) occurred and pay a settlement amount equal to 50 percent of the maximum fine per violation, or \$2,500 (mitigation/aggravation factors may apply).
 - c. Stipulation after the Commission makes a finding of probable cause – Respondent must sign stipulation stating that a violation(s) occurred and pay a settlement amount equal to 80 percent of the maximum fine per violation, or \$4,000 (mitigation/aggravation factors may apply).

FACTORS IN MITIGATION AND AGGRAVATION

The Commission will consider each mitigating or aggravating factor to determine how much weight should be given to each factor. For example, an intent to conceal, deceive or mislead will be considered much more egregious and weigh more heavily against a Respondent, so much so that the existence of mitigating factors may not offset it. The following lists of mitigation and aggravation factors are not exhaustive.

1. Mitigation Factors:

- Absence of any intention to conceal, deceive, or mislead
- Violation was negligent or inadvertent
- Violation was isolated and not part of a pattern
- No prior record of violations of law with the Commission
- The degree to which the cooperated with the investigation
- The degree to which the demonstrated a willingness to remedy any violations (only applicable if a agrees to a stipulation prior to issuance of Probable Cause Report)
- filed all required disclosure statements and/or amendments within 14 days of initial contact by Enforcement staff
- A disclosure containing the required information appeared on a mass mailing, electioneering communication, or campaign advertisement, but the disclosure was in font size that was not 14 point

2. Aggravation Factors:

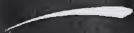
- Evidence shows an intent to conceal, deceive, or mislead
- Violation was deliberate
- Violation was part of a pattern
- Prior record of violations of law with the Commission
- The degree to which the was uncooperative with the investigation
- The degree to which the failed to demonstrate a willingness to remedy any violations
- failed to file required disclosure statements and/or amendments within 14 days of initial contact by Enforcement staff

S:\Enforcement\Investigations.Enforcement.Regulations\Enforcement.Investigations.Regulations\SettlementsPenalties policiesapprovedbyEC7.22.2013.doc

EXECUTIVE DIRECTOR

San Francisco Ethics Commission




ALLIANCE
RESOURCE CONSULTING LLC



THE CITY

One of the most popular tourist destinations in the world, renowned for its steep rolling hills, San Francisco is a city of truly international character with an eclectic mix of Victorian and modern architecture and a highly diverse cosmopolitan population. With approximately 800,000 residents in a 47 square mile area, San Francisco is the fourteenth most populous city in the United States and the fourth most populous city in California.

Incorporated in 1850, the City and County of San Francisco (City) is a consolidated city-county. It is the only such consolidation in the state of California. The Mayor is also the County Executive and the County Board of Supervisors also acts as the City Council. Because of its unique status, the government of San Francisco is responsible for a broad array of city, county, and regional functions. These include management of county health, welfare, and justice functions; a port, international airport, and a public transportation agency, and, a regional public utility department offering water, sewer, and power to customers both in San Francisco and the broader region. The City has jurisdiction over property that is located well beyond the physical boundaries of San Francisco, including the San Francisco International Airport in San Mateo County and the Hetch-Hetchy Valley and watershed in Yosemite National Park.

Under the city charter, the government of San Francisco is governed by two branches. The executive branch is headed by the Mayor and includes other citywide elected and appointed officials. The eleven-member Board of Supervisors, the legislative branch, is headed by a President and is responsible for passing laws and budgets, though San Franciscans also make use of direct ballot initiatives to pass legislation. The members of the Board of Supervisors are elected as representatives of specific districts within the city. The current Mayor is Edwin M. Lee, and the Board President is London Breed.

The City is in the midst of great changes both in the economic environment with a move to web based business and sharing economic models, with pressures for commercial development with its impact on the growth of traffic congestion and challenges to retain affordable and middle income housing in the face of a real estate market which appears to have no constraints

THE ETHICS COMMISSION

San Francisco voters established the Ethics Commission in November 1993 by Amendment to the City Charter. The Commission serves the public, city employees and officials and candidates for public office through education and enforcement of ethics laws. San Francisco's Ethics Commission is unique in that it has the ability to place ethics laws directly on the ballot for voters to decide. The Executive Director has an important role to play in helping the Commission develop legislation which will advance the goals and mission of the Commission.

The Commission investigates and adjudicates ethics-related matters. The Commission acts as filing officer for, and auditor of, financial disclosure statements filed by political candidates and committees and designated City and County employees. The Commission assesses fees and penalties for failure to adhere to deadlines and requirements, audits statements to ensure compliance with contribution limits, administers an education program, and produces educational materials. It also oversees registration and regulation of campaign consultants, lobbyists, provides advice on ethical matters and publishes statistical reports.

Its duties include:

- filing and auditing of campaign finance disclosure statements
- campaign consultant registration and regulation
- lobbyist registration and regulation
- filing officer for Statements of Economic Interests
- administration of the Whistleblower program
- investigations of ethics complaints and imposition of penalties for ethics violations.
- investigation and enforcement of the SF Sunshine Ordinance
- education and ethics training
- providing advice and statistical reporting

EXECUTIVE DIRECTOR

San Francisco Ethics Commission

The Mission of the Ethics Commission is to practice and promote the highest standards of ethical behavior in government. In order to accomplish the Mission of the San Francisco Ethics Commission, the Commission will:

- Clearly inform candidates for public office, public employees, and other officials and members of the public of existing ethics laws and rules;
- Actively enforce all ethics laws and rules, including campaign finance and open government laws;
- Recommend new laws, rules, and programs that will lead to ethics compliance;
- Serve as a model for other elected and appointed officials and government employees; and
- Faithfully adhere to its own Code of Ethics.

The Ethics Commission is currently facing several challenges. In the past five years, the Ethics Commission was the subject of investigative reports by three San Francisco Civil Grand Juries. In June 2012, Harvey Rose, the Supervisors' Budget and Legislative Analyst, released a report *Comparing Ethics Policies in San Francisco and Los Angeles* putting the issue of ethics reform on the front burner. The Harvey Rose report focused on four areas of policy and enforcement: (1) campaign financing; (2) enforcement and education; (3) lobbying; and (4) transparency. The comparison revealed alternative policies and approaches that San Francisco could consider with regard to influencing campaign financing, enforcing laws, educating and informing the public, and managing lobbying practices. In addition, the analysis indicated that investigations into ethics improprieties resulted in significantly different outcomes in San Francisco and Los Angeles, with San Francisco dismissing 76% of its cases, compared to just 19% in Los Angeles. Furthermore, Los Angeles levied higher average fines than San Francisco — \$7,746 in the City of Los Angeles compared to \$6,088 in the City and County of San Francisco over the seven-year period ending in November 2011. The new Executive Director will be expected to familiarize himself/herself with these various reports and will be expected to propose to the Commission appropriate responsive action.

The Ethics Commission consists of five members. The Mayor, the Board of Supervisors, the City Attorney, the District Attorney and the Assessor each appoint one member of the Commission. The term of each commissioner is six years. For more information, please visit: <http://www.sfetichs.org/ethics/>.

THE POSITION

The Executive Director is appointed by and serves at the pleasure of the Commission which sets the policy and agenda and which has the ultimate responsibility to see that ethics laws are enforced. The Executive Director is chief executive of the department and carries out the policy and goals as set forth by the Commission, with the duties and powers which are set forth in the Charter of the City and County of San Francisco, and serves as the administrator and parliamentarian to the Commission.

Duties and responsibilities of the position include:

- Administration and direction of policies, programs and activities related to the administration and enforcement of ethics-related laws and regulations, including: Campaign Finance Reform Ordinance and related campaign laws, Campaign Consultant Ordinance, Lobbyist Ordinance, Government Ethics Ordinance, San Francisco Sunshine Ordinance and Whistleblower Ordinance;
- Functions as the Department Head and is responsible for management and administration of the Commission staff;
- Develops and implements policies, programs, and procedures to fulfill the Commission's mandates;
- Recruits, hires, trains, supervises, and coordinates all staff;
- Prepares, secures, manages and monitors the annual budget;
- Develops recommendations and advises Commission members regarding laws, policies and activities;
- Oversees the filing of disclosure statements required under laws regulating campaign finance, conflict of interest, campaign consultants and lobbyists; preparation of advice and opinions regarding laws within the Commission's jurisdiction; audits for compliance with those laws; investigations and enforcement of those laws; and development of educational programs and materials jurisdiction;
- Responds to inquiries from the media, public officials, other government agencies, and the general public;
- Prepares press releases and presents reports and testimony to the Board of Supervisors;
- Represents Commission at conferences, hearings, inter-departmental committees and task forces; and
- Performs related duties as assigned.

The Executive Director oversees a staff of 18 and an operating budget of \$4.5 million. The position is open due to the upcoming retirement of the incumbent.

TOP PRIORITIES

The new Executive Director will focus on the following areas:

- *Organizational Efficiencies* – Review staffing and budget allocation. Improve organizational structure. Embrace and implement new technologies that enable better processes and reporting. Ensure that filing is done in a more time sensitive manner.

- **Enforcement** – Create a larger and more proactive enforcement program, with a goal of increased transparency and compliance. Be more aggressive with investigations and prosecution of ethics violations. Lead staff in efforts and continue to provide resources.
- **Stakeholder Outreach** – Communicate and foster relationships with the Commission, staff, other City departments, elected officials, the community and public while remaining neutral and impartial.
- **Public Perception** – Be transparent when interfacing with the public and proactive with regard to community outreach.
- **Legislation** – Continue to define and provide clarity on current laws. Assist in drafting potential new legislation to increase the effectiveness of the City's ethics laws and to ensure that proposed ballot measures are drafted consistent with the mission of the Commission.

THE IDEAL CANDIDATE

San Francisco prides itself on its unique, fast-paced and progressive environment and often receives national attention. The Ethics Commission is seeking a dynamic, friendly, independent, non-partisan professional with a proven track record in legislation and policy who can bring in a new perspective and renewed passion to increasing the effectiveness of the Commission. This person will have no personal political agenda and will be able to balance the need for government transparency with right to privacy of those who are regulated. He/She will be adaptable and able to relate to the diverse and active stakeholders. The selected candidate will be a seasoned and trustworthy manager who delegates instead of micro-managing and is effective at organizing staff. He/She will listen to staff and be respectful of other's opinions. He/She should be an effective leader who will provide vision, support and guidance to the Commission, staff and public.

The ideal candidate will be able to think through options, make a decision and live with the consequences. He/She will be able to hit the ground running, stay on top of deadlines and be at ease participating in public forums. This person will be thick-skinned and able to withstand constant feedback, criticism and opposing views. The selected candidate will value his/her ability to stay neutral yet remain passionate about his/her role in ensuring ethics within government. Lastly, the ideal candidate should have a proven track record as an outstanding communicator, with patience and the ability to thrive in an energetic and progressive environment.

Education, Certifications and Experience

- Although not an absolute requirement, the ideal candidate would be an attorney with experience in ethics related fields and experience in investigating and enforcing ethic regulations. At a minimum, the candidate must possess a baccalaureate degree; and it is desirable that he/she have at least five years of experience managing and administering a government agency or public policy organization preferably in the field of ethics regulation or an organization involved with investigating and enforcing violations of public law.
- Experience working with campaign finance laws, ethics, lobbying and conflict of interest is strongly desired.
- Experience with or knowledge of the California Political Reform Act and other state and local ethics laws would be a plus.

Nationwide candidates are encouraged to apply. Candidates from the public and private sector will be considered.

COMPENSATION

The salary for this position within an established annual range of \$114,582 to \$146,224. Appointment above the maximum of the normal range may be considered based on documented and substantiated recruitment and retention issues or exceptional skills. A special approval process is necessary for appointment above the normal salary range. In addition, benefits are provided which include: Medical and Dental insurance; Retirement Plan; Deferred Compensation Plan; Social Security; Long-Term Disability Plan; Life Insurance; paid Management Training Program; 11 paid holidays per year; 10 to 20 vacation days per year, depending on year of service; and 5 days of paid executive leave per year.

HOW TO APPLY

Please apply **on-line by Friday, September 11, 2015** at www.allianceRC.com. The position will be considered "open" until a final selection is made. If you have questions, difficulties with the on-line application system, or would like to discuss the opportunity further, please contact us at:

Sherrill Uyeda or Cindy Krebs

ALLIANCE RESOURCE CONSULTING LLC

Telephone: (569) 901-0769

E-mail: suyeda@alliancerc.com

ckrebs@alliancerc.com



<http://twitter.com/Alliancerc>



Alliance Resource Consulting LLC

The City/County of San Francisco encourages women, minorities and persons with disabilities to apply. Applicants will be considered regardless of race, color, creed, national origin, ancestry, sex, marital status, disability, religious or political affiliation, age, sexual orientation, medical condition or pregnancy.





ETHICS COMMISSION

CITY AND COUNTY OF SAN FRANCISCO

ACTING EXECUTIVE DIRECTOR'S REPORT TO THE SAN FRANCISCO ETHICS COMMISSION For the Meeting of August 24, 2015.

PAUL A. RENNE
CHAIRPERSON

BRETT ANDREWS
VICE-CHAIRPERSON

BEVERLY HAYON
COMMISSIONER

BENEDICT Y. HUR
COMMISSIONER

PETER KEANE
COMMISSIONER

JESSE MAINARDI
ACTING EXECUTIVE
DIRECTOR

1. Budget and Staffing

The Board of Supervisors approved the City budget on July 28, which was signed by the Mayor on July 29.

The budget for the Ethics Commission for Fiscal Year 2015/16 is 3,927,460, which is \$646,894 less than the current fiscal year budget of \$4,574,354. This difference reflects:

- A reduction of \$617,179 in the deposit to the Election Campaign Fund which is normally about \$2 million, but this year is only \$1.3 million due to the Fund's \$7 million cap.
- A 3% reduction in Fringe Benefit costs.
- A 5% reduction in Services from Other Departments (e.g., rent, phones, mail, training, etc.)
- A 22% reduction Professional and Contractual Services (e.g., copier/equipment rentals, Court Reporters, Process Servers, etc.), which also reflects that a one-time \$50,000 "addback" to the Commission's budget in the last fiscal year from the Board of Supervisors is not in the current budget.

These reductions are offset by an increase in Systems Consulting Services of \$4,500 and staff funding of \$44,930. However, this will not be enough to fund an additional staff member.

For the following Fiscal Year 2016/17, the proposed budget is increased by \$782,800. Most of this is attributable to a return to the normal deposit to the Election Campaign Fund, an increase of \$681,668. The remaining increase of \$101,132 includes a 1% increase to Services of Other Departments, and a 3% increase in fringe benefits. There is also an increase of \$81,919 in staff funding. This will be enough to fund an additional staff position.

2. Investigation and enforcement program.

As of August 15, 2015, there were 18 pending formal complaints alleging violations within the Ethics Commission's jurisdiction.

Category	# of Complaints
Campaign Finance	8
Conflict of Interest	6
Governmental Ethics	1
Lobbyist Ordinance	3
Campaign Consultant Ordinance	0
Sunshine Ordinance	0
TOTAL	18

Enforcement Summaries

- On June 29, 2015, the Ethics Commission entered into a stipulated agreement with Jane Kim, Jane Kim for Supervisor 2015. Ms. Kim admitted to committing one violation of San Francisco Campaign & Governmental Conduct Code section 1.122(b)(1), and agreed to pay a penalty of \$2,500. A copy of the agreement is available on the Commission's website.
- On July 27, 2015, the Ethics Commission entered into a stipulated agreement with Alex Tourk. Mr. Tourk admitted to committing one violation of San Francisco Campaign & Governmental Conduct Code section 2.110(c), and agreed to pay a penalty of \$1,500. A copy of the agreement is available on the Commission's website.

3. Campaign finance disclosure program.

a. New CFRO rules. Numerous amendments to the City's Campaign Finance Reform Ordinance, first approved by the Commission in January, took effect July 25, 2015. In addition to repealing certain contribution limits, these amendments updated and streamlined CFRO's reporting and disclaimer requirements. In July, staff produced and distributed: (1) two new reporting forms; (2) two fact sheets summarizing the changes; and (3) five charts summarizing the new disclaimer requirements for all City campaigns (i.e., "Paid for by" rules).

b. Filing deadline. As of August 13, 2015, eleven candidates and committees did not file their required campaign statement for the period ending June 30, 2015, which was due July 31, 2015. They were sent a Non-Specific Written Notice informing them of their delinquent filing. The next filing is September 24, 2015 for the First Pre-Election statement, which covers the reporting period ending September 19, 2015. In the interim, staff receives and processes campaign statements for this and other filing deadlines. Staff continues to answer questions from and conduct outreach to candidates and other committee representatives about campaign finance filing obligations.

c. Collection of late filing fees and contribution forfeitures. In the fiscal year 2015-2016, as of August 15, 2015, the Commission collected \$3,705 in late fees and forfeitures. As of August 15, 2015, the Commission's outstanding late fees and forfeitures were \$33,275, of which \$9,017 are represented requests for waiver consideration. Separately, \$208,504 is pending at the Bureau of Delinquent Revenues (BDR) as shown below.

d. Status of accounts to San Francisco Bureau of Delinquent Revenues (BDR). The following chart provides details on active accounts referred to BDR as of August 15, 2015:

#	Committee/ Filer	ID #	Treasurer or Responsible Officer	Date referral effective	Original amount referred	Last month's balance	Current balance (Changes are in bold)	Status
1	Chris Jackson For Community College Board	1347066	Chris Jackson	7/12/13	\$6,601	\$6,601	\$6,601	Pending at Small Claims Court
2	Committee to Elect Norman For Supervisor	1327771	Jacqueline Norman	5/01/15	\$9,000	9,000	\$9,000	
3	Bob Squeri For District 7 Supervisor 2012	1346150	Bob Squeri	5/01/15	\$2,000	2,000	\$2,000	
4	Mark Farrell For Supervisor 2010	1320480	Mark Farrell	7/08/15	\$190,903	-	\$190,903	
						TOTAL	\$208,504	

4. Revenues report.

For fiscal year 2015-2016, the Commission was budgeted to generate \$70,000 in revenues. As of August 15, 2015, the Commission received \$15,755 or 22% of anticipated revenues for the year.

Source	Budgeted Amount FY 15-16	Receipts
Lobbyist Fees	\$37,000	\$9,000
Other Ethics General	\$1,000	
Campaign Finance Fines	\$23,000	\$3,705
Campaign Consultant Fees	\$5,000	\$1,250
Lobbyist Fines	\$1,000	
Statements of Economic Interests Fines	\$1,000	
Other Ethics Fines	\$1,000	\$1,800
Campaign Consultant Fines	\$1,000	
Unallocated	\$0	
Total	\$70,000	\$15,755

5. Lobbyist program.

As of August 15, 2015, 155 individual lobbyists were registered with the Commission. Total revenues collected to date for the 2015-2016 fiscal year amount to \$9,000 in lobbyist registration fees. The filing deadline for the next lobbyist disclosure statement is September 15, 2015.

6. Campaign Consultant program.

As of August 14, 2015, 24 campaign consultants were registered with the Commission. \$1,250 in registration fees have been collected so far during the 2015-2016 fiscal year.

The next campaign consultant quarterly report deadline is Tuesday, September 15, 2015, covering the reporting period from June 1, 2015 through August 31, 2015. Staff will send reminders to all active campaign consultants prior to the deadline.

7. Statements of Economic Interests.

As of August 14, 2015, 480 persons (99 percent) of e-filers have filed their Annual Form 700 with the Ethics Commission. Letters imposing late fines are being issued, and staff is continuing to follow up with filing officers and non-filers who have overdue Assuming Office and Leaving Office Form 700s.

8. Outreach and Education.

Acting Executive Director Jesse Mainardi met with representatives of Represent.US on August 6, regarding their ideas for potential changes to the City's Campaign Finance Reform Ordinance.

As a follow-up to a June 2015 Meet and Discuss, staff and DCA Andrew Shen participated in a second meeting on July 8, 2015 with the representatives for various City unions to answer questions about the proposed regulations for electronic filing of Form 700s for all City employees. A third Meet and Discuss was scheduled for August 20, and all San Francisco Labor Council Public Employees Committees (PEC) were invited to attend. This third discussion will also be mediated by an Employee Relations Representative from the Department of Human Resources.

On July 7 and August 13, staff conducted a training on state and local campaign finance laws that apply to candidates running for office in the November 3, 2015 election. Staff conducted a training session for general purpose committees on August 6. Upcoming training sessions will be held on September 2 for general purpose committees and on August 19 and September 10 for ballot measure committees. In addition to conducting live training sessions, the Commission has posted the training presentations on its website. Separately, on an on-going basis staff provides training to candidates and campaign treasurers on using the Commission's online electronic filing system, SFEDS.

Acting Executive Director Jesse Mainardi was scheduled to make a presentation on August 21 to the California Political Treasurers Association regarding recently effective amendments to the City's Campaign Finance Reform Ordinance and Proposition C.

Additionally, the Commission continues to offer trainings on Statements of Incompatible Activities to City departments via web trainings. The following are web video trainings available on the Commission website:

Department of Building Inspection SIA Training
 Controller's Office SIA Training
 Department on the Environment SIA Training
 Governmental Ethics Ordinance Training for City Employees
 Medical Examiner's Office SIA Training
 Non-Candidate Recipient Committee Training
 Public Utilities Commission SIA Training
 SIA Template Language Training

9. Staff Project Calendar.

The staff project calendar for 2015 which was approved by the Commission in March is set forth below. Per the direction of the Chair, the Commission's consideration of the topics below has been placed on hold pending the resolution of its search for a new Executive Director. This will necessitate a revision of the work plan.

	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
1. Limits for candidate-controlled committees			Sched. Actual			Sched.			
2. Reporting of bundling								Sched.	
3. "Public benefit" contribution bans									
4. Slate mailer filings									
5. Enforcement regulations/policies									Sched.
6. Forfeiture/late fine penalties									
7. Expenditure lobbyists			Actual						
8. Additional gift of travel reporting									
9. Permit Consultant regulations									
10. Form 700 electronic filing		Sched.	Actual						

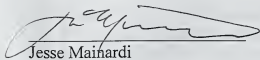
Notes:

- Shaded squares indicate planned staff work on the issue. Issues with no shaded squares were not intended to be addressed by staff in 2015.
- "Sched." indicates the Commission's planned consideration of the issue at a public meeting during that month.
- "Actual" indicates the Commission's actual consideration of the issue at a public meeting during that month.

10. Language Access Ordinance Compliance

Seventeen key documents regarding the Ethics Commission's services and programs have been translated by LanguageLine Solutions translation into traditional Chinese, Spanish, and Tagalog, and will be made available on the Commission's website. Language regarding the availability of translation and interpretation services has also translated, and will also be added to the website. Lastly, software has been installed on a computer in the Commission's public room that will enable video remote interpreting in spoken languages and American Sign Language.

Respectfully submitted,



Jesse Mainardi
Acting Executive Director

[DRAFT]

Minutes of the Regular Meeting of
The San Francisco Ethics Commission
August 24, 2015
Room 400 City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

GOVERNMENT
DOCUMENTS DEPT

SEP 23 2015

SAN FRANCISCO
PUBLIC LIBRARY

I. Call to order and roll call.

Chairperson Renne called the meeting to order at 5:39 PM.

COMMISSION MEMBERS PRESENT: Paul Renne, Chairperson; Brett Andrews, Vice-Chairperson; Beverly Hayon, Commissioner; Ben Hur, Commissioner; Peter Keane, Commissioner.

STAFF PRESENT: Jesse Mainardi, Acting Executive Director; Catherine Argumedo, Investigator/Legal Analyst.

OFFICE OF THE CITY ATTORNEY: Andrew Shen, Deputy City Attorney (DCA); Jon Givner, DCA.

OTHERS PRESENT: Kathleen Courtney; Art Agnos; Larry Bush; Amy Farah Weiss; Vedula Puri; Shannon Bolt; Oliver Chaulker; David Pilpel; Robert Van Ravenswaay; and other unidentified members of the public.

MATERIALS DISTRIBUTED:

- Proposition C – Ethics Commission Ballot Argument and Proposition C – Ethics Commission Rebuttal;
- Memorandum from Acting Executive Director Jesse Mainardi re: Proposed Modification of Fixed Penalty Policy for CFRO Violations, dated August 19, 2015;
- Executive Director – San Francisco Ethics Commission job posting, from Alliance Resource Consulting LLC;
- Acting Executive Director's Report;
- Draft minutes of the Special Ethics Commission Meeting on June 29, 2015;
- Draft minutes of the Regular Ethics Commission Meeting on July 27, 2015.

II. Public comment on matters appearing or not appearing on the agenda that are within the jurisdiction of the Ethics Commission.

Kathleen Courtney, a District 3 resident, discussed a telephone questionnaire she received and asked the Commission to act on Eileen Hansen's complaint. Ms. Courtney distributed a document to the Commissioners.

Former Mayor Art Agnos urged the Commission to act with speed on the complaint from Eileen Hansen. He stated that the former Executive Director dismissed the complaint. He also stated that Acting Executive Director Jesse Mainardi should be recused from this complaint. He distributed a document to the Commissioners.

Commissioner Keane asked whether the complaint was dismissed, as alleged. DCA Shen stated that all investigations are confidential and that the current agenda item is public comment. He suggested that if the Commissioners had extended comments, the matter should be noticed and placed on the agenda for a future meeting.

Larry Bush stated that there had not been acknowledgment of the complaint and that he was reliably informed that the former Executive Director stated there was no violation.

Amy Farah Weiss asked the Commission to address the allegations against Mayor Lee prior to the November 2015 election.

Vedica Puri stated that the District 3 race is the most heated one and asked that the Commission investigate the complaint. She stated that there needs to be transparency.

Shannon Bolt voiced concerns about the allegations about Mayor Lee.

Oliver Chaulker voiced concerns about the allegations about Mayor Lee.

David Pilpel, speaking as an individual, voiced concerns about comments attributed to Commissioner Keane. He stated that the comments appeared to confirm complaint receipt and investigation.

Chairperson Renne read from the Commission's by-laws and stated that the Commission shall urge the public in the strongest possible terms not to make complaints in public meetings. He stated that complaints should be filed with staff.

Commissioner Keane responded to Mr. Pilpel's comments. He stated that he had said a literal regurgitation of what former Executive Director St. Croix had stated in a letter to a member of the public. He stated that he did not reveal any confidential information.

III. Discussion and possible action regarding Commission activities relating to its expenditure lobbyist ballot measure.

Chair Renne introduced the item. He stated that he and Acting Executive Director Mainardi had been attending various political club meetings who have held endorsement meetings. He stated that the Commission may not advocate one way or another on the measure itself. He stated that Larry Bush has also been attending and acting as an advocate for the measure. Commissioner Hur thanked the Chair and Acting Executive Director Mainardi for their efforts. Commissioner Keane concurred.

Public Comment:

Larry Bush stated that the club that voted to oppose the measure was given misleading information. He distributed a document to the Commissioners.

Robert van Ravenswaay suggested that the Commission update its FAQ page. He also noted that the second page is missing from the documents provided for the meeting. He stated that the Commission should note that non-profits and unions were subject to the prior law.

IV. Discussion and possible action regarding staff's proposal to issue warning letters instead of pursuing fines for certain violations of disclaimer requirements for campaign-related communications.

Acting Executive Director Mainardi introduced the item. He stated that CFRO recently was amended and staff anticipates mistakes in some disclosures during the transition period. He stated that the policies need to be updated and requested that staff exercise discretion pending that update. He proposed that staff issue warning letters, subject to the Commission's approval. Commissioner Hayon asked how long it would take to update the policies and Acting Executive Director Mainardi

stated a few months. Commissioner Hayon stated that she supported staff's proposal. Commissioners Hur and Keane agreed.

Motion 150824-01 (Hur/Hayon): Moved, seconded, and passed (5-0) to adopt staff's proposal.

Public Comment:

Robert van Ravenswaay asked how the current proposal would track the prior policies. Acting Executive Director Mainardi stated that the same process would occur and that staff would open a complaint and present the matter to the Commission for its approval.

David Pilpel supported staff's proposal. He suggested updating staff's project calendar/work plan.

V. Discussion and possible action regarding the Commission's efforts to hire a new Executive Director.

[Acting Executive Director Mainardi left the well for this item.]

Chair Renne introduced the item. He stated that, to date, he had seen resumes from nine applicants. He stated that the firm has reported it now has received fourteen. He stated that applications would be accepted until September 11. He stated that he was not overwhelmed with the resumes he had seen so far. He stated that he and Vice-Chairperson Andrews would review and discuss the applications and then bring candidates to the full Commission for its consideration.

Commissioner Hur asked how many candidates they would present to the full Commission and also asked whether they would be able to continue the application process beyond the set deadline. Chairperson Renne stated that there was no magic number, and that he and Vice-Chairperson Andrews would be able to tell the recruiter to extend the deadline, if necessary. Chairperson Renne stated that he and Vice-Chairperson Andrews were working on core questions to ask all candidates. He stated that he would like to have a decision by the end of October. Commissioner Hur asked what would happen if they did not believe there was one candidate that would merit being Executive Director. Vice-Chairperson Andrews stated that having two candidates would be the minimum, but three would be ideal. He stated that having no candidates would be an automatic trigger to reach out for more. He stated that the Commission may then need to consider what it is offering in terms of salary and benefits. He stated that there is a temporary structure in place, so there is time.

Public Comment:

Larry Bush asked whether the names of candidates would be confidential. He asked whether the core questions would be circulated. He requested the opportunity to solicit comment. He stated that the Commission should have a Commission Secretary. Chairperson Renne stated that the applicant's names would remain confidential and agreed to circulate the questions for public comment.

Charles Marsteller asked who provided support for the Committee. Chairperson Renne stated that DHR has provided support and has been very cooperative, as well as the recruiting firm.

David Pilpel, speaking as an individual, appreciated the transparency about the hiring process. He stated that the Commission Secretary position is subject to budgetary requirements.

VI. Discussion and possible action regarding complaints received or initiated by the Ethics Commission concerning: (1) California Government Code sections 81004(a) (failure to verify accuracy of campaign statement), 84104 (failure to maintain committee records), 84211 (failure to disclose all campaign finance activity); San Francisco Campaign and Governmental Conduct Code sections 1.106, 1.114 (exceeding contribution limit); (2) California Government Code sections 81004(a) (failure to verify accuracy of campaign

statement), 84104 (failure to maintain required committee records), 84211 (failure to disclose all campaign finance activity); San Francisco Campaign and Governmental Conduct Code sections 1.106, 1.109 (failure to maintain committee records), 1.114 (exceeding contribution limit), 1.118 (failure to pay accrued expenses); and (3) San Francisco Campaign and Governmental Conduct Code sections 1.114 (exceeding contribution limit), 3.218 (engaging in incompatible activities), and 3.230 (engaging in prohibited political activity). Possible Closed Session.

Commissioner Hur asked for the legal basis for going into closed session. DCA Shen stated that the basis is listed under subsection (b) of this item on the agenda. DCA Shen stated that he is not routinely present, as it is usually DCA White, but that DCA Givner would be present during closed session. Commissioner Hur asked whether the Commission is seeking legal advice in connection with a pending enforcement matter. DCA Shen read the Charter provision regarding confidentiality.

Commissioner Keane asked whether, if the Commission move forward with closed session, that there would be some sort of probable cause hearing. He stated that, with criminal matters, a preliminary hearing is an open hearing. Acting Executive Director Mainardi stated that the Regulations and Charter provide that the probable cause hearing be closed to the public.

Motion 150824-02 (Hur/Keane): Moved, seconded, and passed (5-0) that the Commission move into closed session.

Public Comment:

Larry Bush asked whether any candidates or committees involved in the November 2015 election were being discussed in closed session. DCA Shen advised the Commission not to answer.

Charles Marsteller stated that the Enforcement Regulations were written a long time ago and it is an excellent opportunity to revisit processes the Commission and its staff follow.

David Pilpel, speaking as an individual, suggested that the Commission revisit its Enforcement Regulations. He supported the motion.

Acting Executive Director Mainardi recused himself and left the hearing room.

The Commission moved into closed session at 6:57 PM. All members of the public and DCA Shen left the hearing room. The Commission members, DCA Givner, Respondent, Respondent's counsel, and Ms. Argumedo remained in the hearing room during closed session until 8:06 pm. At 8:06 PM, Respondent and Respondent's counsel left the hearing room and Acting Executive Director Mainardi returned into the hearing room. The Commission returned into open session at 8:58 PM. DCA Givner left the hearing room and DCA Shen returned.

Motion 150824-03: (Keane/Hayon) Moved, seconded, and passed (5-0) that the Commission not disclose its closed session deliberations re: anticipated litigation.

Public Comment:

David Pilpel asked whether there was an announcement of any action taken. Chairperson Renne said there was no announcement.

VII. Discussion and possible action on the Commission's June 29 and July 27, 2015 draft meeting minutes.

Public Comment:

David Pilpel stated he found some non-substantive typographical errors and provided his annotated version to Acting Executive Director Mainardi.

Motion 150824-04: (Hur/Andrews) Moved, seconded, and passed (5-0) that the Commission approve the draft minutes, subject to changes to drafting errors.

VIII. Discussion of Acting Executive Director's Report.

Active Executive Director Mainardi stated that new CFRO rules went into effect at the end of July and that staff had prepared new forms, factsheets, and five charts in order to help people comply with the new rules. He stated that staff met with union members regarding the proposed electronic filing requirements for Form 700s and there continue to be concerns. He stated that it is not possible that the new electronic filing requirements will be implemented before the April 1, 2016 deadline. He stated that the new goal would be to implement by the 2017 deadline.

Vice-Chairperson Andrews stated that he would like to discuss the budget and talk about the possible Commission Secretary position that was mentioned earlier. He stated that it would be great to have a Commission Secretary.

Chairperson Renne asked whether the former Director met with the Mayor's Office regarding the Commission's budget. Acting Executive Director Mainardi stated that he did not think the former Director went directly to the Mayor, but with his office and also made appeals to members of the Board. Commissioner Keane agreed with the need for a Commission Secretary.

Public Comment:

David Pilpel stated that the priorities and resources should be addressed with the new Executive Director. He stated that the Port Commission has a Commission Secretary part of the time and the remainder of his/her time is spent performing other tasks in the office.

IX. Items for future meetings.

Public Comment:

None.

X. Adjournment.

Public Comment:

None.

The meeting adjourned at 9:18 P.M.

Ethics Commission



25 Van Ness Ave., Suite 220
San Francisco, CA 94102
Phone 252-3100 Fax 252-3112

SAN FRANCISCO ETHICS COMMISSION
NOTICE OF SPECIAL COMMITTEE MEETING GOVERNMENT DOCUMENTS DEPT

September 4, 2015, 11:00 A.M.

and AGENDA

Room 421, City Hall

1 Dr. Carlton B. Goodlett Place, San Francisco

SEP 01 2015

SAN FRANCISCO
PUBLIC LIBRARY

I. Call to order and roll call.

II. Discussion and possible action regarding the Commission's search for a new Executive Director, including discussion of the Commission's recruiting efforts to date, the review process for applications received, and the interview process and interview questions for applicants.

The Commission also welcomes written comments regarding its search, which can be sent via email to: ethics.commission@sfgov.org or by regular mail to San Francisco Ethics Commission, Attn: Paul Renne, 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102.

III. Adjournment.

There will be an opportunity for public comment on each agenda item.

Materials contained in the Commission packets for meetings are available for inspection and copying during regular office hours at the Ethics Commission, 25 Van Ness Avenue, Suite 220, at least 72 hours prior to meetings. Any materials distributed to members of the Ethics Commission within 72 hours of the meeting or after the agenda packet has been delivered to the members are available for public inspection at the Ethics Commission, 25 Van Ness Avenue, Suite 220, San Francisco, during normal office hours.

Cell phones, pagers and similar sound-producing electronic devices: The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. The Chair may order the removal from the meeting room of any person responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Disability Access: The Ethics Commission meeting will be held in Room 400, City Hall, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA. The Commission meeting room is accessible to persons using wheelchairs and other assistive mobility devices. Ramps are available at the Grove, Van Ness and McAllister entrances. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

To request assistive listening devices, real time captioning, sign language interpreters, readers, large print agendas or other accommodations, please contact the Ethics Commission at (415) 252-3100 or

ethics.commission@sfgov.org at least 72 hours in advance before the meeting, except for Monday meetings, for which the deadline is 4:00 p.m. the previous Friday. Late requests will be honored, if possible.

Language Access: Per the Language Access Ordinance (Chapter 91 of the San Francisco Administrative Code), Chinese, Spanish and or Filipino (Tagalog) interpreters will be available upon requests. Meeting Minutes may be translated, if requested, after they have been adopted by the Commission. Assistance in additional languages may be honored whenever possible. To request assistance with these services please contact at (415) 252-3100 or ethics.commission@sfgov.org at least 48 hours in advance of the hearing. Late requests will be honored if possible.

Chemical-Based Products: In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical-based products. Please help the City accommodate these individuals.

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE (Chapter 67 of the San Francisco Administrative Code): Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review.

FOR MORE INFORMATION ON YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE OR TO REPORT A VIOLATION OF THE SUNSHINE ORDINANCE, CONTACT THE SUNSHINE ORDINANCE TASK FORCE, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689; phone: (415) 554-7724; fax: (415) 554-7854; email: SOTF@SFGOV.ORG. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, at the San Francisco Public Library, and on the City's website at <http://www.sfgov.org>

Lobbyist Registration and Reporting Requirements: Individuals who influence or attempt to influence local policy or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code sections 2.100 – 2.160) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102; telephone (415) 252-3100, fax (415) 252-3112; and website: www.sfgov.org/ethics.

S:\AGENDA\2015\9.4.2015meeting.docx

[DRAFT]

Minutes of the Special Committee Meeting of
The San Francisco Ethics Commission
September 4, 2015
Room 421 City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

GOVERNMENT
DOCUMENTS DEPT

SEP 18 2015

SAN FRANCISCO
PUBLIC LIBRARY

I. Call to order and roll call.

Chairperson Renne called the meeting to order at 11:06 AM.

COMMITTEE MEMBERS PRESENT: Paul Renne, Chairperson; Brett Andrews, Vice-Chairperson.

STAFF PRESENT: Catherine Argumedo, Investigator/Legal Analyst.

OFFICE OF THE CITY ATTORNEY: Andrew Shen, Deputy City Attorney (DCA).

OTHERS PRESENT: Sherrill Uyeda, Alliance Resource Consulting LLC; Bob Planthold; Larry Bush; Charles Marsteller; Hilda Garfolo; and other unidentified members of the public.

II. Discussion and possible action regarding the Commission's search for a new Executive Director, including discussion of the Commission's recruiting efforts to date, the review process for applications received, and the interview process and interview questions for applicants.

Chairperson Renne thanked Sherrill Uyeda for attending the meeting. He stated that the current deadline for applications is September 11, 2015. Ms. Uyeda stated that Alliance had received 16 applications, but that more were expected. As applications have been received from all over the country, the Commissioners stated they did not expect to extend the deadline.

Chairperson Renne asked the members of the public present what the most important or two or three most important past experiences a successful candidate should have. He noted that many may not be familiar with San Francisco or San Francisco politics. Bob Planthold stated that it would be a benefit to have fresh eyes and that a local candidate may not necessarily be the best or a priority. Larry Bush stated that it was important for the candidate to know how to ask the right questions. Hilda Garfolo stated that the Commission should have someone come in who is going to bring in old habits or taint the efforts of the Commission.

Chairperson Renne then asked whether having a law degree was an important priority. Mr. Planthold stated that it could be helpful, but that the Commission should look at the candidate's experience in addressing budget shortfalls and training for staff. Mr. Bush stated that the Commission could look to Los Angeles, as that Commission was very successful and its Executive Director did not have a law degree. Charles Marsteller stated that there have been four Executive Directors in Los Angeles that did not have law degrees.

Chairperson Renne mentioned criticism about the former Executive Director after he hired the current Acting Director as his Deputy. He asked whether what type of past legal practice that candidates engaged in – such as representing defendants before the Commission – is an important consideration. Mr. Bush stated that he questioned only the hiring process and that Mr. Mainardi has brought a lot of strengths to the Commission. Mr. Planthold stated that it is important to look at how the candidate's background makes them worth hiring. Mr. Marsteller stated that he viewed the conflict more broadly and that the community in San Francisco will over-respond to the appearance of conflict. He stated that the Commission's reputation is hurt by hiring someone who just left working for Jim Sutton. A member of

the public stated that the Commission should want someone with a law and policy background, which could come from a variety of areas. He stated that if the Commission chooses someone from a law firm who has caused problems in the past, you just do not know. He suggested that not enough time has gone by. Mr. Planthold stated it was important to look at the candidate's experience and how s/he would translate it into a different atmosphere.

Vice-Chairperson Andrews stated that, although there may be budgetary restraints, he expects the incoming Executive Director to have more opportunities for professional development, including attending national conferences.

Chairperson Renne stated he would collect potential questions for candidates from members of the public. He stated that Ms. Uyeda has already prepared a detailed draft set of questions. He asked whether the Commission should provide any or all of the questions in advance to the candidates. He stated that the Committee is not trying to see who is the most quick witted verbally and some questions may require thoughtful and prepared answers. Vice-Chairperson Andrews suggested that perhaps a second round of interviews would include more deliberate questions requiring time in advance.

Chairperson Renne stated there were travel and time restraints, as there are notice and agenda requirements anytime he and Vice-Chairperson Andrews meet. He stated that there would be a closed session when they review applications. Mr. Planthold asked whether other members of the Commission would be able to view interviews of candidates. Ms. Uyeda stated that the video interviews are not recorded and are just conducted through skype. Chairperson Renne stated that interviews will not be taking place at City Hall. Ms. Uyeda stated there has not been any pushback regarding the salary and a concern that has been raised is regarding relocation assistance. Vice-Chairperson Andrews stated that the salary is a little low, but was uncertain whether there was anything the Commission could do to change it. Various members of the public suggested that the Commission is not comparable to other City departments and therefore should be provided additional funding for the Director's salary.

Chairperson Renne asked DCA Shen if there was any restriction on the other members of the Commission reviewing a recorded interview of candidates. DCA Shen stated there could be seriatim meeting issues, and asked whether the recordings would be viewed only after a candidate makes it past the first round. DCA Shen stated he would look into it, as the details are all confidential and sealed.

Ms. Uyeda stated that, after the deadline, her firm will produce a candidate report and DHR would assist in setting up interviews and working with the Committee for interview locations. She stated that DHR would also sit in on the interviews and escort candidates. She stated that DHR would check references and the accuracy of the applications. Chairperson Renne thanked everyone for attending.

III. Adjournment.

The meeting adjourned at 12:17 P.M.

Ethics Commission



25 Van Ness Ave., Suite 220
San Francisco, CA 94102
Phone 252-3100 Fax 252-3112

**SAN FRANCISCO ETHICS COMMISSION
NOTICE OF SPECIAL COMMITTEE MEETING**

September 23, 2015, 2:00 P.M.

and AGENDA

Room 34, City Hall

1 Dr. Carlton B. Goodlett Place, San Francisco

GOVERNMENT
DOCUMENTS DEPT

SEP 18 2015

SAN FRANCISCO
PUBLIC LIBRARY

- I. Call to order and roll call.
- II. Discussion and possible action on the Special Committee's May 19 and September 4, 2015 draft meeting minutes. (Attachments: May 19, 2015 draft minutes; September 4, 2015 draft minutes.)
- III. Discussion and possible action regarding the Commission's appointment of a new Executive Director, including the review of applications received and the related development of interview questions for applicants.
- a. Public comment on all matters pertaining to Agenda Item III, including whether to meet in closed session.
 - b. Vote on whether to meet in closed session under California Government Code (Brown Act) section 54957(b) and Administrative Code (Sunshine Ordinance) section 67.10(d). (Action.)
 - c. Discussion and possible action regarding appointment of a new Executive Director.
 - d. If closed session is held, reconvene in open session.
 - e. Vote on whether to disclose discussions held in closed session pursuant to Administrative Code (Sunshine Ordinance) section 67.12(a).

Motion: The Special Committee of the Ethics Commission moves (not) to disclose its closed session deliberations re: appointment of a new Executive Director.

The Commission also welcomes written comments regarding its search, which can be sent via email to: ethics.commission@sfgov.org or by regular mail to San Francisco Ethics Commission, Attn: Paul Renne, 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102.

IV. Adjournment.

There will be an opportunity for public comment on each agenda item.

Materials contained in the Commission packets for meetings are available for inspection and copying during regular office hours at the Ethics Commission, 25 Van Ness Avenue, Suite 220, at least 72 hours prior to meetings. Any materials distributed to members of the Ethics Commission within 72 hours of the meeting or after the agenda packet has been delivered to the members are available for public inspection at the Ethics Commission, 25 Van Ness Avenue, Suite 220, San Francisco, during normal office hours.

Cell phones, pagers and similar sound-producing electronic devices: The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. The Chair may order the removal from the meeting room of any person responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Disability Access: The Ethics Commission meeting will be held in Room 400, City Hall, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA. The Commission meeting room is accessible to persons using wheelchairs and other assistive mobility devices. Ramps are available at the Grove, Van Ness and McAllister entrances. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

To request assistive listening devices, real time captioning, sign language interpreters, readers, large print agendas or other accommodations, please contact the Ethics Commission at (415) 252-3100 or ethics.commission@sfgov.org at least 72 hours in advance before the meeting, except for Monday meetings, for which the deadline is 4:00 p.m. the previous Friday. Late requests will be honored, if possible.

Language Access: Per the Language Access Ordinance (Chapter 91 of the San Francisco Administrative Code), Chinese, Spanish and or Filipino (Tagalog) interpreters will be available upon requests. Meeting Minutes may be translated, if requested, after they have been adopted by the Commission. Assistance in additional languages may be honored whenever possible. To request assistance with these services please contact at (415) 252-3100 or ethics.commission@sfgov.org at least 48 hours in advance of the hearing. Late requests will be honored if possible.

Chemical-Based Products: In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical-based products. Please help the City accommodate these individuals.

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE (Chapter 67 of the San Francisco Administrative Code): Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review.

FOR MORE INFORMATION ON YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE OR TO REPORT A VIOLATION OF THE SUNSHINE ORDINANCE, CONTACT THE SUNSHINE ORDINANCE TASK FORCE, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689; phone: (415) 554-7724; fax: (415) 554-7854; email: SOTF@SFGOV.ORG. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, at the San Francisco Public Library, and on the City's website at <http://www.sfgov.org>

Lobbyist Registration and Reporting Requirements: Individuals who influence or attempt to influence local policy or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code sections 2.100 – 2.160) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102; telephone (415) 252-3100, fax (415) 252-3112; and website: www.sfgov.org/ethics.

Ethics Commission



25 Van Ness Ave., Suite 220
San Francisco, CA 94102
Phone 252-3100 Fax 252-3112

**NOTICE OF CANCELLATION OF SPECIAL COMMITTEE
MEETING**

The Special Committee of the Ethics Commission has **CANCELLED** its meeting scheduled for September 23, 2015 at 2:00 p.m.

The Special Committee has rescheduled this meeting for Friday, September 25, 2015 at 10:30 a.m. in Room 34 of City Hall. Please see the separate agenda for more information about the September 25 meeting.

GOVERNMENT
DOCUMENTS DEPT

SEP 21 2015

SAN FRANCISCO
PUBLIC LIBRARY

=
90
41
1/23/15
cancelled

Ethics Commission



25 Van Ness Ave., Suite 220
San Francisco, CA 94102
Phone 252-3100 Fax 252-3112

**SAN FRANCISCO ETHICS COMMISSION
NOTICE OF SPECIAL COMMITTEE MEETING**

September 25, 2015, 10:30 A.M.

and AGENDA

Room 34, City Hall

1 Dr. Carlton B. Goodlett Place, San Francisco

GOVERNMENT
DOCUMENTS DEPT.

SEP 21 2015

SAN FRANCISCO
PUBLIC LIBRARY

- SF
E90
#1
9/25/15
special*
- I. Call to order and roll call.
 - II. Discussion and possible action on the Special Committee's May 19 and September 4, 2015 draft meeting minutes. (Attachments: May 19, 2015 draft minutes; September 4, 2015 draft minutes.)
 - III. Discussion and possible action regarding the Commission's appointment of a new Executive Director, including the review of applications received and the related development of interview questions for applicants.
 - a. Public comment on all matters pertaining to Agenda Item III, including whether to meet in closed session.
 - b. Vote on whether to meet in closed session under California Government Code (Brown Act) section 54957(b) and Administrative Code (Sunshine Ordinance) section 67.10(d). (Action.)
 - c. Discussion and possible action regarding appointment of a new Executive Director.
 - d. If closed session is held, reconvene in open session.
 - e. Vote on whether to disclose discussions held in closed session pursuant to Administrative Code (Sunshine Ordinance) section 67.12(a).

Motion: The Special Committee of the Ethics Commission moves (not) to disclose its closed session deliberations re: appointment of a new Executive Director.

The Commission also welcomes written comments regarding its search, which can be sent via email to: ethics.commission@sfgov.org or by regular mail to San Francisco Ethics Commission, Attn: Paul Renne, 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102.

IV. Adjournment.

There will be an opportunity for public comment on each agenda item.

Materials contained in the Commission packets for meetings are available for inspection and copying during regular office hours at the Ethics Commission, 25 Van Ness Avenue, Suite 220, at least 72 hours prior to meetings. Any materials distributed to members of the Ethics Commission within 72 hours of the meeting or after the agenda packet has been delivered to the members are available for public inspection at the Ethics Commission, 25 Van Ness Avenue, Suite 220, San Francisco, during normal office hours.

Cell phones, pagers and similar sound-producing electronic devices: The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. The Chair may order the removal from the meeting room of any person responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Disability Access: The Ethics Commission meeting will be held in Room 400, City Hall, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA. The Commission meeting room is accessible to persons using wheelchairs and other assistive mobility devices. Ramps are available at the Grove, Van Ness and McAllister entrances. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

To request assistive listening devices, real time captioning, sign language interpreters, readers, large print agendas or other accommodations, please contact the Ethics Commission at (415) 252-3100 or ethics.commission@sfgov.org at least 72 hours in advance before the meeting, except for Monday meetings, for which the deadline is 4:00 p.m. the previous Friday. Late requests will be honored, if possible.

Language Access: Per the Language Access Ordinance (Chapter 91 of the San Francisco Administrative Code), Chinese, Spanish and or Filipino (Tagalog) interpreters will be available upon requests. Meeting Minutes may be translated, if requested, after they have been adopted by the Commission. Assistance in additional languages may be honored whenever possible. To request assistance with these services please contact at (415) 252-3100 or ethics.commission@sfgov.org at least 48 hours in advance of the hearing. Late requests will be honored if possible.

Chemical-Based Products: In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical-based products. Please help the City accommodate these individuals.

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE (Chapter 67 of the San Francisco Administrative Code): Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review.

FOR MORE INFORMATION ON YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE OR TO REPORT A VIOLATION OF THE SUNSHINE ORDINANCE, CONTACT THE SUNSHINE ORDINANCE TASK FORCE, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689; phone: (415) 554-7724; fax: (415) 554-7854; email: SOTF@SFGOV.ORG. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, at the San Francisco Public Library, and on the City's website at <http://www.sfgov.org>

Lobbyist Registration and Reporting Requirements: Individuals who influence or attempt to influence local policy or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code sections 2.100 – 2.160) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102; telephone (415) 252-3100, fax (415) 252-3112; and website: www.sfgov.org/ethics.

[DRAFT]

Minutes of the Special Committee Meeting of
The San Francisco Ethics Commission
September 25, 2015
Room 034 City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

GOVERNMENT
DOCUMENTS DEPT

NOV 19 2015

SAN FRANCISCO
PUBLIC LIBRARY

I. Call to order and roll call.

Chairperson Renne called the meeting to order at 10:30 AM.

COMMITTEE MEMBERS PRESENT: Paul Renne, Chairperson; Brett Andrews, Vice-Chairperson.

STAFF PRESENT: Catherine Argumedo, Investigator/Legal Analyst.

OFFICE OF THE CITY ATTORNEY: Andrew Shen, Deputy City Attorney (DCA).

OTHERS PRESENT: Brent Lewis, Department of Human Resources; Sherrill Uyeda, Alliance Resource Consulting LLC; Bob Planthold; Larry Bush; Sharyn Suslafsky; Elena Schmid; Eileen Hansen; and other unidentified members of the public.

II. Discussion and possible action on the Special Committee's May 19 and September 4, 2015 draft meeting minutes.

No discussion or public comment.

Motion 150925-01 (Andrews/Renne): Moved, seconded, and passed (2-0) to adopt the minutes, as written.

III. Discussion and possible action regarding the Commission's appointment of a new Executive Director, including the review of applications received and the related development of interview questions for applicants.

Chairperson Renne stated that a total of 31 applications were received by the September 11, 2015 deadline and that he was pleased at the quality of responses. He stated that he anticipated that they would, during closed session, review eleven candidates and see if they want to narrow down the number for initial interviews. He stated the first round of interviews would be via Skype and there would be no face-to-face interviews, regardless if a candidate were local. He stated that there were candidates from Massachusetts and Wisconsin and that he would like to schedule interviews within the next couple weeks. He stated that he would like to have the final few candidates for the full Commission during its regular October meeting, but that it would be more realistic that the interviews would occur during the November meeting or an earlier special meeting. He and Commissioner Andrews stated that it would be preferable to have an attorney as a candidate, but that it was not a requirement for the position.

Larry Bush and Bob Planthold suggested that the Commissioners ask the candidates about making a more robust Interested Persons list and reiterated that the Commission should have a Commission Secretary. Eileen Hansen stated that the Commissioners should ask candidates about how they would deal with staff, who may have different opinions with the incoming Director. She also offered to be a part of the selection process as a committee member. Chairperson Renne stated that it may be a good idea, but that the Committee is not empowered to make that decision. Ms. Hansen asked if he would raise it at the next full Commission meeting on Monday. DCA Shen stated that the way the agenda item was worded would permit the discussion.

Motion 150925-02 (Andrews/Renne): Moved, seconded, and passed (2-0) for the Commission to move into closed session in order to review applications received.

All members of the public and staff left the meeting room. The Committee moved into closed session at 11:16 AM. Chairperson Renne, Vice-Chairperson Andrews, Brent Lewis, Sherrill Uyeda, and DCA Shen remained in the meeting room. The Committee came out of closed session at 12:08.

Motion 150925-03 (Andrews/Renne): Moved, seconded, and passed (2-0) that the Committee not disclose its closed session deliberations re: review of applications received.

IV. Adjournment.

The meeting adjourned at 12:11 P.M.

Minutes of the Special Committee Meeting of
The San Francisco Ethics Commission
September 25, 2015
Room 034 City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

GOVERNMENT
DOCUMENTS DEPT

NOV 25 2015

SAN FRANCISCO
PUBLIC LIBRARY

I. Call to order and roll call.

Chairperson Renne called the meeting to order at 10:30 AM.

COMMITTEE MEMBERS PRESENT: Paul Renne, Chairperson; Brett Andrews, Vice-Chairperson.

STAFF PRESENT: Catherine Argumedo, Investigator/Legal Analyst.

OFFICE OF THE CITY ATTORNEY: Andrew Shen, Deputy City Attorney (DCA).

OTHERS PRESENT: Brent Lewis, Department of Human Resources; Sherrill Uyeda, Alliance Resource Consulting LLC; Bob Planthold; Larry Bush; Sharyn Suslafsky; Elena Schmid; Eileen Hansen; and other unidentified members of the public.

II. Discussion and possible action on the Special Committee's May 19 and September 4, 2015 draft meeting minutes.

No discussion or public comment.

Motion 150925-01 (Andrews/Renne): Moved, seconded, and passed (2-0) to adopt the minutes, as written.

III. Discussion and possible action regarding the Commission's appointment of a new Executive Director, including the review of applications received and the related development of interview questions for applicants.

Chairperson Renne stated that a total of 31 applications were received by the September 11, 2015 deadline and that he was pleased at the quality of responses. He stated that he anticipated that they would, during closed session, review eleven candidates and see if they want to narrow down the number for initial interviews. He stated the first round of interviews would be via Skype and there would be no face-to-face interviews, regardless if a candidate were local. He stated that there were candidates from Massachusetts and Wisconsin and that he would like to schedule interviews within the next couple weeks. He stated that he would like to have the final few candidates for the full Commission during its regular October meeting, but that it would be more realistic that the interviews would occur during the November meeting or an earlier special meeting. He and Commissioner Andrews stated that it would be preferable to have an attorney as a candidate, but that it was not a requirement for the position.

Larry Bush and Bob Planthold suggested that the Commissioners ask the candidates about making a more robust Interested Persons list and reiterated that the Commission should have a Commission Secretary. Eileen Hansen stated that the Commissioners should ask candidates about how they would deal with staff, who may have different opinions with the incoming Director. She also offered to be a part of the selection process as a committee member. Chairperson Renne stated that it may be a good idea, but that the Committee is not empowered to make that decision. Ms. Hansen asked if he would raise it at the next full Commission meeting on Monday. DCA Shen stated that the way the agenda item was worded would permit the discussion.

Motion 150925-02 (Andrews/Renne): Moved, seconded, and passed (2-0) for the Commission to move into closed session in order to review applications received.

All members of the public and staff left the meeting room. The Committee moved into closed session at 11:16 AM. Chairperson Renne, Vice-Chairperson Andrews, Brent Lewis, Sherrill Uyeda, and DCA Shen remained in the meeting room. The Committee came out of closed session at 12:08.

Motion 150925-03 (Andrews/Renne): Moved, seconded, and passed (2-0) that the Committee not disclose its closed session deliberations re: review of applications received.

IV. Adjournment.

The meeting adjourned at 12:11 P.M.

Ethics Commission



25 Van Ness Ave., Suite 220
San Francisco, CA 94102
Phone 252-3100 Fax 252-3112

**SAN FRANCISCO ETHICS COMMISSION
NOTICE OF REGULAR MEETING**

September 28, 2015, 5:30 P.M.

and AGENDA

Room 400, City Hall

1 Dr. Carlton B. Goodlett Place, San Francisco

GOVERNMENT
DOCUMENTS DEPT

SEP 25 2015

SAN FRANCISCO
PUBLIC LIBRARY

- 90
10/28/15
- I. Call to order and roll call.
 - II. Public comment on matters appearing or not appearing on the agenda.
 - III. Hearing on the Merits in Re: Ethics Complaint No. 19-131115, In the Matter of Lynette Sweet and Lynette Sweet for Supervisor 2010, Respondents. This matter concerns alleged violations California Government Code section 84200 (failure to file campaign statements); California Government Code section 84104 (failure to maintain records); and San Francisco Campaign and Governmental Conduct Code section 1.118 (failure to pay accrued debts within 180 days). (Discussion and possible action.) (Attachments: Hearing Brief, Appendix, Accusation, Notices, and Enforcement Regulations.)
 - IV. Presentation by Information Technology Officer Steven Massey regarding pending changes to the Commission's website. (Discussion.)
 - V. Discussion and possible action regarding Commission activities relating to its expenditure lobbyist ballot measure (Proposition C).
 - VI. Discussion and possible action regarding the Commission's search for a new Executive Director.
 - VII. Discussion and possible action on the Commission's August 24, 2015 draft meeting minutes. (Attachment: August 24, 2015 draft minutes.)
 - VIII. Discussion of Acting Executive Director's Report. An update of important Ethics Commission staff activities since the previous monthly meeting. The written report, which is available at the Commission office and on its website, covers topics such as the investigation and enforcement program, revenues, campaign finance disclosure program, public financing/campaign finance audit program, lobbyist program, campaign consultant program, permit consultant program, major developer program, outreach and education, and future staff projects. Any of these subjects may potentially be part of the Director's presentation or discussed by the Commission. (Attachment: Acting Executive Director's Report.)

- IX. Items for future meetings. Commissioners may propose items for future agendas, and the Commission may determine the priority of these items. (Discussion and possible action.)
- X. Discussion and possible action regarding complaints received or initiated by the Ethics Commission concerning:
- (1) California Government Code section 84104 (failure to maintain committee records) and California Government Code section 84211 (failure to disclose contributions);
 - (2) California Government Code section 84104 (failure to maintain committee records), California Government Code section 84211 (failure to disclose contributions), San Francisco Campaign and Governmental Conduct Code section 1.114(a) (exceeding contribution limit), and San Francisco Campaign and Governmental Conduct Code section 1.118(a) (failure to pay for accrued expenses);
 - (3) California Government Code sections 82013, 84100 et seq. (failure to register and report as a political committee);
 - (4) San Francisco Campaign and Governmental Conduct Code section 1.162(a) (failure to include disclaimer in appropriate font size); and
 - (5) California Government Code section 84211 (failure to report independent expenditures), and San Francisco Campaign and Governmental Conduct Code sections 1.152(a) (failure to file “24 hour” report), 1.160.5 (failure to report persuasion poll), and 1.161(a) (failure to include proper disclaimers on campaign signs).

Possible Closed Session.

- a. Public comment on all matters pertaining to Agenda Item X, including whether to meet in closed session.
- b. Vote on whether to assert attorney-client privilege and meet in closed session under Charter section C3.699-13, Brown Act section 54956.9 and Sunshine Ordinance section 67.10(d) to discuss anticipated litigation as plaintiff. (Action.)
- c. Conference with Legal Counsel: Anticipated litigation as plaintiff. (Discussion and possible action.)

Number of possible cases: 5

- d. If closed session is held, reconvene in open session.
- e. Discussion and vote pursuant to Brown Act section 54957.1 and Sunshine Ordinance section 67.12 on whether to disclose any action taken or discussions held in closed session regarding anticipated litigation as plaintiff. (Discussion and possible action.)

Motion: The Ethics Commission moves (not) to disclose its closed session deliberations re: anticipated litigation.

- XI. Adjournment.

There will be an opportunity for public comment on each agenda item.

Materials contained in the Commission packets for meetings are available for inspection and copying during regular office hours at the Ethics Commission, 25 Van Ness Avenue, Suite 220, at least 72 hours prior to meetings. Any materials distributed to members of the Ethics Commission within 72 hours of the meeting or after the agenda packet has been delivered to the members are available for public inspection at the Ethics Commission, 25 Van Ness Avenue, Suite 220, San Francisco, during normal office hours. Cell phones, pagers and similar sound-producing electronic devices: The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. The Chair may order the removal from the meeting room of any person responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Disability Access: The Ethics Commission meeting will be held in Room 400, City Hall, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA. The Commission meeting room is accessible to persons using wheelchairs and other assistive mobility devices. Ramps are available at the Grove, Van Ness and McAllister entrances. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

To request assistive listening devices, real time captioning, sign language interpreters, readers, large print agendas or other accommodations, please contact the Ethics Commission at (415) 252-3100 or ethics.commission@sfgov.org at least 72 hours in advance before the meeting, except for Monday meetings, for which the deadline is 4:00 p.m. the previous Friday. Late requests will be honored, if possible.

Language Access: Per the Language Access Ordinance (Chapter 91 of the San Francisco Administrative Code), Chinese, Spanish and or Filipino (Tagalog) interpreters will be available upon requests. Meeting Minutes may be translated, if requested, after they have been adopted by the Commission. Assistance in additional languages may be honored whenever possible. To request assistance with these services please contact at (415) 252-3100 or ethics.commission@sfgov.org at least 48 hours in advance of the hearing. Late requests will be honored if possible.

Chemical-Based Products: In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical-based products. Please help the City accommodate these individuals.

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE (Chapter 67 of the San Francisco Administrative Code): Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review.

FOR MORE INFORMATION ON YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE OR TO REPORT A VIOLATION OF THE SUNSHINE ORDINANCE, CONTACT THE SUNSHINE ORDINANCE TASK FORCE, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689; phone: (415) 554-7724; fax: (415) 554-7854; email: SOTF@SFGOV.ORG. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, at the San Francisco Public Library, and on the City's website at <http://www.sfgov.org>

Lobbyist Registration and Reporting Requirements: Individuals who influence or attempt to influence local policy or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code sections 2.100 – 2.160) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102; telephone (415) 252-3100, fax (415) 252-3112; and website: www.sfgov.org/ethics.

1 John St. Croix
2 Executive Director
3 San Francisco Ethics Commission
4 25 Van Ness Avenue, Suite 220
5 San Francisco, CA 94102
6 (415) 252-3100

7 BEFORE THE SAN FRANCISCO
8 ETHICS COMMISSION

9 Lynette Sweet, Sweet for Supervisor 2010,

10 Respondents,

11 In the Matter of:

12 ETHICS COMPLAINT NO. 19-131115

COMPLAINANT'S HEARING BRIEF

13
14
15
16
17 **I. Introduction**

18 Pursuant to section X.C of the San Francisco Ethics Commission Regulations for
19 Investigations and Enforcement Proceedings ("Regulations"), staff submits this Hearing Brief in
20 the matter of Ethics Complaint number 19-131115.

21 Under section XII.A.2 of the Regulations, the Ethics Commission ("Commission") may
22 determine that a respondent has committed a violation of law only if a person of ordinary caution
23 and prudence would conclude, based on a preponderance of the evidence, that the respondent has
24 committed the violation.
25
26
27

1 The evidence presented will establish that a person of ordinary caution and prudence
2 would conclude that Respondents committed eight violations of the California Government Code
3 and two violations of the San Francisco Campaign and Governmental Conduct Code.

4 II. Background & Procedural History

5 A. Background

6 This matter concerns a publicly-funded candidate for Supervisor, Respondent Lynette
7 Sweet, who failed to comply with basic requirements under state and local campaign law. The
8 most serious violations concern Respondents' failure to maintain adequate campaign records, as
9 this failure prevents the Ethics Commission from confirming that public funds were in fact used
10 for legitimate campaign purposes. The relevant facts regarding this violation and Respondent's
11 other violations follows.
12

13 On January 27, 2010, Lynette Sweet formed the committee "Sweet for Supervisor 2010"
14 ("the Committee") as a candidate controlled committee for the purpose of her candidacy for
15 District 10 Supervisor in the November 2010 election. (Exhibit 1.) In the course of the
16 campaign, Respondents qualified for the City's public financing program and received \$57,439
17 in public funds in support of Ms. Sweet's candidacy. (Exhibit 2, p. 2.) On January 28, 2011,
18 Respondents filed the Committee's most recent campaign disclosure statement, a Form 460 that
19 covered the reporting period from October 17 to December 31, 2010. (Exhibit 3.) On that Form
20 460, Respondents reported receiving \$71,398.92 in total contributions and making \$127,549.59
21 in total expenditures in 2010. (Exhibit 3, p. 3.) Respondents also reported an ending cash
22 balance of \$1,991.89, and outstanding debts in the amount of \$2,150.00. (Exhibit 3, p. 3.)
23 There was no indication on that Form 460 that it was a termination statement, and Respondents
24
25
26
27

1 did not file a separate termination statement, a Form 410 indicating that the Committee had
2 ended all of its activity. (Exhibit 3.)

3 B. Procedural History

4 Respondents were informed by letter dated March 9, 2011, that the Committee was
5 subject to a mandatory audit because it received public funds. (Exhibit 4.) That letter instructed
6 Respondents that all Committee records should have been provided to the Commission by
7 February 1, 2011, but that the Ethics Commission had not received any records to date.
8 Respondents subsequently provided some documents to the Ethics Commission; however the
9 Commission's Audit staff proceeded with the mandatory audit without all necessary documents.
10 By letter dated June 27, 2013, Respondents were notified that there were many expenses reported
11 by the Committee for which Respondents did not submit any type of documentation, and the
12 Ethics Commission provided Respondents with a list of those expenses. (Exhibit 5.) On May 13
13 and 28, 2014, Respondents were notified by email that the documentation requested to support
14 certain expenses and contributions reported by the Committee had not been provided during the
15 audit process. (Exhibit 6.) In total, the audit determined that documentation for \$61,791 in
16 expenditures and for \$8,750 in contributions was not maintained by the Committee and were not
17 provided to the Ethics Commission. (Exhibit 2 p. 2.) The audit also determined that, although
18 the Committee only reported outstanding debts of \$2,150 (exhibit 3 p. 3), the outstanding debts
19 owed were actually \$2,500 to Clear Channel (exhibit 7), and \$2,150 to David Binder Research
20 (exhibit 8). (See also exhibit 2, p. 3.) On July 17, 2014, a final audit report was issued and
21 Respondents did not provide any response to the audit report. (Exhibit 2.) The audit report
22 contained three material findings that form the basis of the allegations presented herein.
23
24
25
26
27
28

1 The Ethics Commission held a probable cause hearing regarding this matter on January
2 26, 2015, and determined that there was probable cause to believe that Respondents committed
3 all ten violations as presented in the Probable Cause Report. Respondents did not attend the
4 Probable Cause Hearing and did not submit a response to the Probable Cause Report.

5 **III. Summary of Law and Analysis of Evidence**

6 California Government Code section 82013(a) states that a committee is a person or
7 combination of persons who directly or indirectly receives contributions totaling \$1,000 or more
8 in a calendar year.

10 California Government Code section 84200(a) states that elected officers, candidates, and
11 committees shall file semiannual statements (Form 460s) each year no later than July 31 for the
12 period ending June 30, and no later than January 31 for the period ending December 31.

13 California Government Code section 84214 states that committees and candidates must
14 terminate their filing obligations pursuant to regulations adopted by the California Fair Political
15 Practices Commission ("FPPC").

16 FPPC Regulation 18404(b) states that a committee may terminate only by completing the
17 termination section on the Form 410 declaring, under penalty of perjury, that the committee: (1)
18 has ceased to receive contributions and make expenditures and does not anticipate receiving
19 contributions or making expenditures in the future; (2) has eliminated or has declared that it has
20 no intention or ability to discharge all of its debts, loans received and other obligations; (3) has
21 no surplus funds; and (4) has filed all required campaign statements disclosing all reportable
22 transactions.

23 California Government Code section 84104 states campaign committees must maintain
24 detailed accounts, records, bills, and receipts necessary to prepare campaign statements, to
25 establish that campaign statements were properly filed.

1 San Francisco Campaign and Governmental Conduct Code section 1.118 provides that a
2 candidate committee shall pay unpaid debts within 180 days, unless it is clear from the
3 circumstances that the failure to pay is reasonably based on a good faith dispute.

4 The provisions of California Government Code, section 81000 et seq., are incorporated
5 into local law by San Francisco Campaign and Governmental Conduct Code, section 1.106.

6 **A. Counts 1 through 7 – Seven Violations of California Government Code, section**
7 **84200(a)**

8 California Government Code section 84200(a) incorporated into local law by San
9 Francisco Campaign and Governmental Conduct Code, section 1.106, provides that elected
10 officers, candidates, and committees shall file semi-annual statements each year no later than
11 July 31 for the period ending June 30, and no later than January 31 for the period ending
12 December 31. California Government Code section 84214 states that committees and candidates
13 must terminate their filing obligations by addressing any outstanding cash balance and/or debts
14 and by filing a separate termination statement, using the Form 410.

15 On January 28, 2011, Respondents reported that the Committee still had an ending cash
16 balance of \$1,991.89, and outstanding debts in amount of \$2,150. Respondents never wound
17 down their financial affairs and never formally terminated the Committee as required by state
18 law. Respondents did not file any required Form 460 for any reporting period following the
19 Committee's most recent filing of January 28, 2011.

20 **Count 1.** By failing to file the required semi-annual Form 460 covering the reporting
21 period of January through June 2011 by August 1, 2011, Respondents committed one
22 violation of California Government Code section 84200(a).¹

23
24
25
26
27 ¹ The deadline of July 31, 2011, was a Sunday, making the filing deadline the next business day.

Count 2. By failing to file the required semi-annual Form 460 covering the reporting period of July through December 2011 by January 31, 2012, Respondents committed one violation of California Government Code section 84200(a).

Count 3. By failing to file the required semi-annual Form 460 covering the reporting period of January through June 2012 by July 31, 2012, Respondents committed one violation of California Government Code section 84200(a).

Count 4. By failing to file the required semi-annual Form 460 covering the reporting period of July through December 2012 by January 31, 2013, Respondents committed one violation of California Government Code section 84200(a).

Count 5. By failing to file the required semi-annual Form 460 covering the reporting period of January through June 2013 by July 31, 2013, Respondents committed one violation of California Government Code section 84200(a).

Count 6. By failing to file the required semi-annual Form 460 covering the reporting period of July through December 2013 by January 31, 2014, Respondents committed one violation of California Government Code section 84200(a).

Count 7. By failing to file the required semi-annual Form 460 covering the reporting period of January through June 2014 by July 31, 2014, Respondents committed one violation of California Government Code section 84200(a).

B. Count 8 – One violation of California Government Code, section 84104

California Government Code section 84104 states campaign committees must maintain detailed accounts, records, bills, and receipts necessary to prepare campaign statements, to establish that campaign statements were properly filed. San Francisco Campaign and

1 Governmental Conduct Code section 1.109 requires records to be maintained for a period of four
2 years.

3 By letter on June 27, 2013, Respondents were notified that the Committee reported
4 expenses for which Respondents did not submit any type of documentation. On May 28, 2014,
5 Respondents were notified again that documentation to support certain reported expenses and
6 contributions had not been provided during the audit process. In total, documentation to support
7 \$61,791.33 in expenditures and \$8,750 in contributions was never provided to the Ethics
8 Commission by Respondents.
9

10 **Count 8.** By failing to maintain campaign records for \$61,791.33 in expenditures and for
11 \$8,750 in contributions, Respondents committed one violation of California Government
12 Code section 84104.

13 **C. Count 9 and 10 – Two violations of San Francisco Campaign and Governmental**
14 **Conduct Code, section 1.118.**

15 San Francisco Campaign and Governmental Conduct Code section 1.118 provides that a
16 candidate committee shall pay unpaid debts within 180 days, unless it is clear from the
17 circumstances that the failure to pay is reasonably based on a good faith dispute.
18

19 As of the issuance of the audit report, no documentation was provided to the Ethics
20 Commission showing that two debts totaling \$4,650 were paid within 180 days of incurring the
21 expenses. The two unpaid debts were to Clear Channel for posters and advertisements in the
22 amount of \$2,500; and to David Binder Research for a telephone survey in the amount of \$2,150.
23 The expense to Clear Channel was incurred on September 21, 2010; and the expense to David
24 Binder Research was incurred on March 2, 2010, which was only partially paid.
25
26
27

1 Count 9. Because the expense to Clear Channel was not paid in full within 180 days of
2 the date of the invoice, Respondents committed one violation of San Francisco Campaign
3 and Governmental Conduct Code, section 1.118.

4 Count 10. Because the expense to David Binder Research was not paid in full within
5 180 days of the invoice, Respondent committed one violation of San Francisco Campaign
6 and Governmental Conduct Code, section 1.118.

7 IV. Request for Penalties

8
9 The Campaign Finance Reform Ordinance (SF C&GCC §1.100 *et seq.*) which
10 incorporates the California Government Code, enumerates that one of its purposes is to assist
11 voters in making informed electoral decisions and ensure compliance with campaign
12 contribution limits through the required filing of campaign statements detailing the sources of
13 campaign contributions and how those contributions have been expended. (*See* SF C&GCC §
14 1.100(b)(8).) By failing to file campaign statements, Respondents infringed on the public's
15 ability to be informed on the committee's campaign related activity.

16
17 The Ethics Commission is authorized to assess penalties for violations of the Campaign
18 Finance Reform Ordinance of up to \$5,000 per violation or three times the amount which the
19 person failed to report properly or unlawfully contributed, expended, gave or received,
20 whichever is greater. (*See* SF Charter § C3.699-13(c)(3) and SF C&GCC § 1.170(c).)
21 Candidates are responsible for complying with the Campaign Finance Reform Ordinance and
22 may be held personally liable for violations by their committees. (*See* SF C&GCC § 1.170(g).)

23
24 When determining penalties, the Ethics Commission considers all of the relevant
25 circumstances surrounding the case, including but not limited to: (a) the severity of the violation;
26 (b) the presence or absence of any intention to conceal, deceive, or mislead; (c) whether the
27

1 violation was deliberate, negligent or inadvertent; (d) whether the violation was an isolated
2 incident or part of a pattern; (e) whether the respondent has a prior record of violations of law;
3 and (f) the degree to which the respondent cooperated with the investigation and demonstrated a
4 willingness to remedy any violations.

5 Respondents failed to carry out an essential responsibility required by law, and one that is
6 owed to public, which is to demonstrate that the Committee's contributions and expenditures
7 were related to legitimate committee related activities. In recent settlements of violations for
8 failing to file required campaign statements, the Commission has approved a penalty amount of
9 \$500 per violation. (*See In the Matter of Ethics Complaint No. 18-131115*, approved 7/28/14;
10 *see also In the Matter of Ethics Complaint No. 16-131114*, approved 6/23/14.) The Commission
11 most recently assessed an administrative penalty of \$1,500 per violation of California
12 Government Code, section 84200(a), after a Hearing on the Merits on October 27, 2014. (*See In*
13 *the Matter of Ethics Complaint No. 14-131112*.) In addition, Respondents also failed to evidence
14 the committee's reported expenditures and did not cooperate with the audit of this publicly-
15 funded candidate. No documents were submitted to the Ethics Commission to demonstrate that
16 over \$61,000 in reported expenditures were legitimately related to the campaign or that the
17 committee paid its outstanding debts of \$4,650.

18 Penalties may be assessed at the discretion of the Commission members up to the
19 maximum allowable be law. Given the degree of uncooperativeness, and that Respondent Sweet
20 was publicly-funded, staff requests that the Commission impose a penalty of \$1,500 per violation
21 for each of Counts 1 through 7; \$5,000 for count 8; \$1,000 for both counts 9 and 10, for a total
22 penalty of \$16,500 for all 10 counts; and that it order Respondents to file any required Form 460
23
24
25
26
27

1 for any period in which the Committee was active and to terminate the Committee if it has
2 ceased activities.

3 **V. Conclusion**

4 Based on the law and evidence presented, and the absence of significant factors in
5 mitigation, staff requests that the Commission find that Respondents Lynette Sweet and Sweet
6 for Supervisor 2010 committed each violation as presented and issue an administrative penalty of
7 \$16,500.
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27

APPENDIX

List of Evidence in Support of Hearing Brief – Ethics Complaint No. 19-131115

1. Statement of Organization, Form 410, filed January 27, 2010
2. San Francisco Ethics Commission Audit Report: Sweet for Supervisor 2010 Committee, issued July 17, 2014
3. Recipient Committee Campaign Statement, Form 460, filed January 28, 2011
4. Letter dated March 9, 2011, from the Assistant Deputy Executive Director to Respondent Sweet
5. Letter dated June 27, 2013, from Campaign Finance Auditor Angeles Huang to Respondent Sweet
6. Email dated May 13, 2014, and email dated May 28, 2014, from Campaign Finance Auditor Angeles Huang to Respondent Sweet
7. Invoice dated September 21, 2010, from Clear Channel Outdoor
8. Invoice dated March 2, 2010, from David Binder Research

Witnesses

1. Lynette Sweet

1 JOHN ST. CROIX
2 Executive Director
3 SAN FRANCISCO ETHICS COMMISSION
4 25 Van Ness Avenue, Suite 220
5 San Francisco, CA 94102
6 415-252-3100

7 BEFORE THE SAN FRANCISCO
8 ETHICS COMMISSION

9 In the Matter of:

10 ETHICS COMPLAINT NO. 19-131115
11
12
13

**NOTICE PURSUANT TO
CALIFORNIA GOVERNMENT CODE,
SECTION 11514**

14 The accompanying affidavit of Shaista Shaikh will be introduced as evidence at the hearing in
15 the matter of Ethics Complaint 19-131115, to be held on September 28, 2015. Shaista Shaikh
16 will not be called to testify orally and you will not be entitled to question her unless you notify
17 John St. Croix, Executive Director of the San Francisco Ethics Commission, at 25 Van Ness
18 Street, Suite 220, San Francisco, California, 94102, that you wish to cross-examine her. To be
19 effective your request must be mailed or delivered to John St. Croix on or before July 22, 2015.
20
21
22
23
24
25
26
27
28

1 JOHN ST. CROIX
2 Executive Director
3 SAN FRANCISCO ETHICS COMMISSION
4 25 Van Ness Avenue, Suite 220
5 San Francisco, CA 94102
6 415-252-3100

7 BEFORE THE SAN FRANCISCO
8 ETHICS COMMISSION

9 In the Matter of:
10 ETHICS COMPLAINT NO. 19-131115
11
12
13

14 **DECLARATION OF
15 AUTHENTICATION OF
16 COMPLAINANT'S EXHIBIT**

17 I, Shaista Shaikh, declare as follows:

18 1. I have personal knowledge of the contents of this declaration, and I could and would
19 testify competently thereto if called upon to do so.

20 2. I am the Assistant Deputy Executive Director of the San Francisco Ethics
21 Commission. I have worked at the San Francisco Ethics Commission since May 1998.

22 3. As Assistant Deputy Executive Director, I oversee the campaign finance program,
23 including the auditing of campaign committees, conducting trainings on campaign finance rules, and
24 the oversight of campaign finance staff. I am familiar with the filing requirements of campaign
25 committees including the filing requirements of the Statement of Organization Recipient Committee
26 Form 410, and the Recipient Committee Campaign Statement Form 460. A Form 410 discloses a
27 campaign committee's contact information, how it is formed, its bank information, and the
28 committee's treasurer and/or principal officer. A Form 460 discloses a campaign committee's
contribution and expenditure activity. I am familiar with the paper and electronic filing of the Form
410 and Form 460. I am also familiar with the legal provisions of the San Francisco Campaign
Finance Reform Ordinance.

1 4. The document attached as Exhibit 1 is a true and correct copy of the Statement of
2 Organization Recipient Committee Form 410 filed by the committee "Sweet for Supervisor 2010"
3 with the San Francisco Ethics Commission on January 27, 2010.

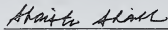
4 5. The document attached as Exhibit 2 is a true and correct copy of the final Audit
5 Report for the committee "Sweet for Supervisor 2010" issued on July 17, 2014.

6 6. The document attached as Exhibit 3 is a true and correct copy of the Recipient
7 Committee Campaign Statement for the committee "Sweet for Supervisor 2010" filed with the
8 Ethics Commission on January 28, 2011.

9 7. The document attached as Exhibit 4 is a true and correct copy of a letter I mailed to
10 Lynette Sweet regarding "Required records for audit of Sweet for Supervisor 2010" dated March 9,
11 2011.

12 I declare, under penalty of perjury under the laws of the State of California, that the
13 foregoing is true and correct.

14
15
16 DATED: March 11, 2015



Shaista Shaikh
Assistant Deputy Executive Director
San Francisco Ethics Commission

Statement of Organization
Recipient Committee

Statement Type

☒ Initial

No yes qualified ☐ or

Type or print in ink

☐ Amendment
List ID number

☐ Termination - See Part 5
List ID number

01-25-2010
Date qualified as committee

Date qualified as committee
(if applicable)

Date of Termination

1. Committee Information

NAME OF COMMITTEE

Sweet for Supervisor 2010

STREET ADDRESS (NO P.O. BOX)

25 Rebecca Lane, CA 94124

San Francisco, CA 94109

CITY STATE ZIP CODE AREA CODE PHONE

1856 Pacific Avenue, # San Francisco, CA 94109

MAILING ADDRESS (IF DIFFERENT)

OPTIONAL FAX / E-MAIL ADDRESS

COUNTY OF Domicile

COUNTY WHERE COMMITTEE IS ACTIVE IF DIFFERENT
THAN COUNTY OF DOMICILE

Attach additional information on appropriately labeled continuation sheets.

3. Verification

I have used all reasonable diligence in preparing this statement and to the best of my knowledge the information contained herein is true and complete. I certify under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Executed on 1/26/10

Executed on 1/26/10

Executed on 1/26/10

Executed on 1/26/10

DATE

By

Alan K. Glenn

SECRETARY OF TREASURER OR ASSISTANT TREASURER

By

SECRETARY OF TREASURER OR ASSISTANT TREASURER

By

SECRETARY OF TREASURER OR ASSISTANT TREASURER

By

SECRETARY OF TREASURER OR ASSISTANT TREASURER

By

SECRETARY OF TREASURER OR ASSISTANT TREASURER

By

SECRETARY OF TREASURER OR ASSISTANT TREASURER

By

SECRETARY OF TREASURER OR ASSISTANT TREASURER

By

SECRETARY OF TREASURER OR ASSISTANT TREASURER

By

SECRETARY OF TREASURER OR ASSISTANT TREASURER

By

SECRETARY OF TREASURER OR ASSISTANT TREASURER

By

SECRETARY OF TREASURER OR ASSISTANT TREASURER

By

SECRETARY OF TREASURER OR ASSISTANT TREASURER

By

SECRETARY OF TREASURER OR ASSISTANT TREASURER

By

SECRETARY OF TREASURER OR ASSISTANT TREASURER

Ethics Complaint No. 19-131115 - Complainant's Hearing Brief Exhibit 1

PPPC Form 410 (June 09)
PPPC Toll-Free Helpline: 866/ASK-PPPC (866/275-5772)

ORIGINAL

STATEMENT OF ORGANIZATION

DATE PREPARED 10 JAN 27 PH 2:31
CALIFORNIA FORM 410
Per Official Use Only
SAN FRANCISCO ETHICS COMMISSION
EX-100

2. Treasurer and Other Principal Officers

NAME OF TREASURER Alan K. Glenn

1856 Pacific Avenue #1

San Francisco, CA 94109

San Francisco, CA 94109

CITY STATE ZIP CODE AREA CODE PHONE

NAME OF ASSISTANT TREASURER, IF ANY

STREET ADDRESS (NO P.O. BOX)

CITY STATE ZIP CODE AREA CODE PHONE

CITY STATE ZIP CODE AREA CODE PHONE

CITY STATE ZIP CODE AREA CODE PHONE

CITY STATE ZIP CODE AREA CODE PHONE

CITY STATE ZIP CODE AREA CODE PHONE

CITY STATE ZIP CODE AREA CODE PHONE

CITY STATE ZIP CODE AREA CODE PHONE

CITY STATE ZIP CODE AREA CODE PHONE

CITY STATE ZIP CODE AREA CODE PHONE

CITY STATE ZIP CODE AREA CODE PHONE

CITY STATE ZIP CODE AREA CODE PHONE

CITY STATE ZIP CODE AREA CODE PHONE

CITY STATE ZIP CODE AREA CODE PHONE

CITY STATE ZIP CODE AREA CODE PHONE

CITY STATE ZIP CODE AREA CODE PHONE

CITY STATE ZIP CODE AREA CODE PHONE

CITY STATE ZIP CODE AREA CODE PHONE

CITY STATE ZIP CODE AREA CODE PHONE

CITY STATE ZIP CODE AREA CODE PHONE

CITY STATE ZIP CODE AREA CODE PHONE

CITY STATE ZIP CODE AREA CODE PHONE

CITY STATE ZIP CODE AREA CODE PHONE

CITY STATE ZIP CODE AREA CODE PHONE

CITY STATE ZIP CODE AREA CODE PHONE

CITY STATE ZIP CODE AREA CODE PHONE

CITY STATE ZIP CODE AREA CODE PHONE

CITY STATE ZIP CODE AREA CODE PHONE

CITY STATE ZIP CODE AREA CODE PHONE

CITY STATE ZIP CODE AREA CODE PHONE

CITY STATE ZIP CODE AREA CODE PHONE

CITY STATE ZIP CODE AREA CODE PHONE

CITY STATE ZIP CODE AREA CODE PHONE

CITY STATE ZIP CODE AREA CODE PHONE

CITY STATE ZIP CODE AREA CODE PHONE

CITY STATE ZIP CODE AREA CODE PHONE

CITY STATE ZIP CODE AREA CODE PHONE

CITY STATE ZIP CODE AREA CODE PHONE

CITY STATE ZIP CODE AREA CODE PHONE

Statement of Organization
Recipient Committee

INSTRUCTIONS ON REVERSE

STATEMENT OF ORGANIZATION
CALIFORNIA
FORM 410

Page 2

LOG NUMBER

COMMITTEE NAME

Sweet for Supervisor 2010

4. Type of Committee Complete the applicable sections.

Ballot Measure Committee

- List the name of each controlling official, candidate, or state measure proponent. If candidate or officialholder controlled, also list the elective office sought or held, and district number, if any, and the year of the election.
- List the political party with which each officialholder or candidate is affiliated or check "non-partisan."
- If this committee acts jointly with another controlled committee, list the name and identification number of the other controlled committee.

NAME OF CANDIDATE/OFFICIAL/STATE MEASURE PROponent

Lynette Sweet

ELECTIVE OFFICE SOUGHT OR HELD
(INCLUDE DISTRICT NUMBER, IF APPLICABLE)

Supervisor - District 10

YEAR OF ELECTION

2010

PARTY

☐ Non-Partisan

Democrat

☐ Non-Partisan

- List the financial institution where the campaign bank account is located. (controlled "candidate election" committees only)

NAME OF FINANCIAL INSTITUTION

AREA CODE/PHONE

BANK ACCOUNT NUMBER

ADDRESS

CITY

STATE

ZIP CODE

Political Measure Committee

- Primarily formed to support or oppose specific candidates or measures in a single election. List below:

CANDIDATES (NAME OR MEASURE'S) FULL TITLE (INCLUDE BALLOT NO. OR LETTER)

CANDIDATES OFFICE SOUGHT OR HELD OR MEASURE(S) JURISDICTION
(INCLUDE DISTRICT NO., CITY OR COUNTY, AS APPLICABLE)

ENDORSE
SUPPORT

OFFICE

ENDORSE
SUPPORT

OFFICE



SAN FRANCISCO ETHICS COMMISSION
AUDIT REPORT:

Sweet for Supervisor 2010 Committee, FPPC ID# 1324331.

I. Introduction

This Audit Report summarizes the audit results of the committee, Lynette Sweet for Supervisor 2010, Identification Number 1324331 ("the Committee"), from January 1, 2010 through December 31, 2010. The audit was conducted to determine whether the Committee materially complied with the requirements of the Political Reform Act ("the Act") (California Government Code section 81000, *et seq.*) and San Francisco's Campaign Finance Reform Ordinance ("CFRO") (San Francisco Campaign and Governmental Conduct Code section 1.100, *et seq.*).

II. Audit Authority

San Francisco Charter section C3.699-11 authorizes the Ethics Commission ("the Commission") to audit campaign statements that are filed with the Commission along with other relevant documents to determine whether the committee complied with applicable requirements of State and local laws.

III. Audit Scope and Procedures

This audit was performed in accordance with generally accepted auditing standards. The audit involved a review of the Committee's records for the period covered by the audit. This review was conducted to determine:

- A. Compliance with all disclosure requirements pertaining to contributions, expenditures, accrued expenditures, and loans, including itemization when required;
- B. Compliance with applicable filing deadlines;
- C. Compliance with restrictions on contributions, loans, and expenditures;
- D. Accuracy of total reported receipts, disbursements, and cash balances as compared to bank records; and
- E. Compliance with all record-keeping requirements.
- F. Compliance with all provisions related to the Commission's public financing program; and
- G. Any unexpended public funds that must be returned to the City up to the amount of public funds received by the candidate.

The Commission posts audit reports to its web site and, in cases of apparent violations of law, forwards them to the appropriate enforcement agency.

IV. Committee Information

The Committee was formed in January 2010 to support the election of Lynette Sweet to the Board of Supervisors, District 10 in the November 2, 2010 general election. The Committee's Treasurer was Alan L. Glen until January 27, 2010, and Cynthia Francisco was Treasurer until December 20, 2010. The current Treasurer is Lynette Sweet. The Committee has not terminated and remains open as of the date of this report.

V. Audit Findings

For the period covered by the audit, the Committee received \$73,489 in monetary contributions and \$57,439 in public funds, and incurred \$135,847 in expenditures. The CFRO provides that any candidate who receives public funds must return unexpended campaign funds to the Election Campaign Fund. The Committee does not have unexpended funds.

The Commission determined that there were three material findings with respect to the audit of the Committee: 1) the Committee failed to maintain complete campaign records, in violation of Government Code section 84104 and S.F. Campaign Governmental Conduct Code (C&GC Code) section 1.106; 2) the Committee failed to file campaign statements including its termination campaign statement, in violation of Government Code sections 84200 and 84214 and S.F. C&GC Code sections 1.106 and 1.112; and 3) The Committee failed to pay accrued expenditures within the 180-day limit, in violation of S.F. C&GC Code sections 1.118.

Government Code Section 84104 and S.F. Campaign and Governmental Conduct Code Section 1.106: Recordkeeping

Government Code Section 84104 provides that it is the duty of each candidate, treasurer and elected officer to maintain detailed accounts, records, bills and receipts that are necessary to prepare campaign statements, and to retain the documents for a period of four years following the date the appropriate campaign statement is filed. Section 84104 is incorporated into the Campaign Finance Reform Ordinance at S.F. C&GC Code section 1.106.

The Committee did not maintain complete records. The total amount of expenses that lack supporting documentation (i.e., invoices, receipts, contracts or timesheets) is \$61,791, which represents 45 percent of total expenditures incurred by the Committee. Please see Attachment A. In addition, the Committee reported contributions of \$8,750, which represent 12 percent of the total contributions, for which supporting documentation was not provided. Please see Attachment B.

Government Code Sections 84200 and 84214 and S.F. Campaign and Governmental Conduct Code Sections 1.106 and 1.112: Requirement to File Campaign Statements

Government Code Section 84200 requires that candidates and committees file semi-annual campaign statements each year no later than July 31 for the period ending June 30, and no later than January 31 for the period ending December 31. Government Code Section 84214 requires all candidates and committees to terminate their filing obligations. Sections 84200 and 84214 are incorporated into the Campaign Finance Reform Ordinance at S.F. C&GC Code section 1.106. Under S.F. C&GC Code section 1.112 during the period covered by the audit, a committee was required to file these reports electronically if it received contributions of at least \$5,000 or made independent expenditures of at least \$5,000 in a calendar year. Beginning with the July 31, 2013 filing deadline, a committee is no longer required to file paper statements when it submits an electronic statement. Electronic campaign statements are due at the same time that paper statements are due under the PRA.

The Committee has not filed any campaign statement after its filing of FPPC Form 460 for the period covering October 17, 2010 through December 31, 2010. The Commission has provided numerous verbal and written requests to the Committee to file its campaign statements, including a termination statement. In order to terminate, the Committee must file FPPC Form 410 Termination Statement, and FPPC Form 460 for the period covering January 1, 2011 through June 30, 2011 and every semi-annual period thereafter through the date on which the Committee was eligible to terminate.

S.F. Campaign and Governmental Conduct Code Section 1.118: Payment of Accrued Expenses

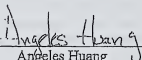
S.F. C&GC Code section 1.118 requires candidate committees that accept goods or services on credit to pay for such accrued expenses in full no later than 180 calendar days after receipt of an invoice and in no event later than 180 calendar days after the goods were delivered or the services were rendered, unless it is clear from the circumstances that the failure to pay is reasonable based on a good faith dispute.

As of December 31, 2010, the Committee had not paid two expenditures totaling \$4,650. It is unclear whether the Committee paid for these expenditures after December 31, 2010 because the Committee did not provide documentation. The two unpaid expenses are as follows:

Date(s) services provided	Vendor	Description	Amount
9/13/2010 – 10/10/2010	Clear Channel	Posters/Advertisement	2,500
2/21/2010	David Binder Research	Telephone survey	2,150
Total			4,650

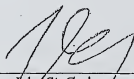
VI. Committee's Response to Finding:

The Committee did not provide any comments.



Angeles Huang
Campaign Finance Auditor

July 14, 2014
Date



John St. Croix
Executive Director

July 14, 2014
Date

Sweet for Supervisor 2010, ID# 1324331
Attachment A to Ethics Commission Audit Report

Expenses that lack supporting documentation

Date per bank statement	Vendor	Payment Amount	Description	Documents that may be sufficient to substantiate the expense
9/7/10	1700 calif	\$15.00	Listed on bank statements	Receipt/Invoice
10/13/10	Abraham Rodriguez	\$50.00	Salary canvass per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/15/10	Abraham Rodriguez	\$75.00	Salary canvass per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/19/10	Abraham Rodriguez	\$75.00	Salary canvass per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
6/21/10	Actblue	\$130.00	Tickets to Alice B. Toklas Pride breakfast per Schedule E Form 460	Invoice/Receipt
6/21/10	Aoteva	\$75.00	Listed on bank statements	Invoice/Receipt
11/1/10	Adam Lankford	\$25.00	Listed on bank statements	Invoice/Receipt
10/29/10	Aditi Fruitwala	\$1,200.00	Salary canvasser per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
11/2/10	Aditi Fruitwald	\$400.00	Salary canvasser per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
9/27/10	Adreinne Vander Court	\$432.00	Listed on bank statements	Invoice/Receipt
7/20/10	Airtranai	\$213.70	L. Barnes airfare per Schedule E Form 460	Invoice/Receipt
5/12/10	Alan Glen	\$625.00	Treasurer per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
10/22/10	Albanti Pasque	\$125.00	Listed on bank statements	Invoice/Receipt
10/29/10	Alexander Mason	\$25.00	Listed on bank statements	Invoice/Receipt
9/24/10	Alice Toklas	\$750.00	State Card per Schedule E Form 460	Invoice/Receipt
8/16/10	Ampco	\$15.00	Listed on bank statements	Invoice/Receipt
10/29/10	Amy Huang	\$50.00	Listed on bank statements	Invoice/Receipt
10/26/10	Anoa Darries	\$50.00	Salary canvass per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/15/10	Antoine Wright	\$25.00	Listed on bank statements	Invoice/Receipt
10/19/10	Antoine Wright	\$25.00	Listed on bank statements	Invoice/Receipt
10/7/10	Antoinette Porter	\$25.00	Salary per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/12/10	Antoinette Porter	\$25.00	Salary per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/12/10	Antoinette Porter	\$50.00	Salary per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/13/10	Antoinette Porter	\$50.00	Salary per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/15/10	Antoinette Porter	\$75.00	Salary per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/18/10	Antoinette Porter	\$75.00	Salary per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
9/10/10	Art sign & banner	\$75.00	Listed on bank statements	Invoice/Receipt
10/12/10	Artrix Thomas	\$100.00	Salary per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/26/10	Ashanti Payne	\$50.00	Salary per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/18/10	Ashanti Payne	\$75.00	Salary per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
11/1/10	Ashanti Payne	\$125.00	Salary per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.

Date per bank statement	Vendor	Payment Amount	Description	Documents that may be sufficient to substantiate the expense
10/19/10	Ashley Abram	\$25.00	Salary canvasser per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
11/1/10	Ashley Abram	\$125.00	Salary canvasser per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
9/28/10	Ashley Abram	\$25.00	Salary canvasser per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/13/10	Ashley Abram	\$50.00	Salary canvasser per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
9/29/10	Ashley Abram	\$75.00	Salary canvasser per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/4/10	Ashley Abram	\$75.00	Salary canvasser per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/6/10	Ashley Abram	\$75.00	Salary canvasser per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/12/10	Ashley Abram	\$75.00	Salary canvasser per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/18/10	Ashley Abram	\$75.00	Salary canvasser per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/25/10	Ashley Abram	\$75.00	Salary canvasser per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/18/10	Ashanti Puyre	\$75.00	Listed on bank statements	Invoice/Receipt
10/27/10	Att	\$40.00	Listed on bank statements	Invoice/Receipt
9/29/10	Att bill	\$201.17	Per Schedule E Form 460	Invoice/Receipt
6/10/10	Bart	\$10.00	Listed on bank statements	Invoice/Receipt
8/19/10	Berg Davis Public Affairs	\$2,500.00	Per Schedule E Form 460	Invoice/Receipt
3/26/10	Alan Glenn	\$39.17	Salary per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/15/10	Brian Thomas	\$50.00	Listed on bank statements.	Invoice/Receipt
9/9/10	BWOPA	\$140.00	Membership per Schedule E Form 460	Invoice/Receipt
5/12/10	Calif	\$18.00	Listed on bank statements	Invoice/Receipt
9/29/10	Chris Boblen	\$25.00	Listed on bank statements	Invoice/Receipt
10/7/10	Chris Boblen	\$25.00	Listed on bank statements	Invoice/Receipt
10/27/10	Christopher McNaulty	\$37.50	Salary canvass per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/29/10	Christopher McNaulty	\$50.00	Salary canvass per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/22/10	Christopher McNaulty	\$75.00	Salary canvass per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/29/10	Christopher McNaulty	\$75.00	Salary canvass per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/15/10	Christopher McNaulty	\$100.00	Salary canvass per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/19/10	Christopher McNaulty	\$100.00	Salary canvass per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/8/10	City and County of SF	\$1.70	Listed per bank statements.	Invoice/Receipt
10/27/10	Sun Reporter	\$2,000.00	Per Schedule E Form 460	Invoice/Receipt
9/13/10	Officers for Justice	\$120.00	Tickets to FJ event per Schedule E Form 460	Invoice/Receipt
11/2/10	Clemencia Cardoreza	\$50.00	Salary per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/15/10	Clemencia Cardoreza	\$50.00	Salary per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
9/29/10	Clemencia Cardoreza	\$75.00	Salary per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.

Date per bank statement	Vendor	Payment Amount	Description	Documents that may be sufficient to substantiate the expense
10/4/10	Clemencia Cardoreza	\$75.00	Salary per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/4/10	Clemencia Cardoreza	\$75.00	Salary per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/26/10	Clemencia Cardoley	\$100.00	Salary per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/26/10	Clinton Bogan	\$25.00	Salary canvasser per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
11/3/10	Clinton Bogan	\$25.00	Salary canvasser per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
9/28/10	Clinton Bogan	\$50.00	Salary canvasser per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
11/1/10	Clinton Bogan	\$62.50	Salary canvasser per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/8/10	Clinton Bogan	\$75.00	Salary canvasser per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/15/10	Clinton Bogan	\$95.00	Salary canvasser per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/15/10	Community Initiatives	\$90.00	Listed on bank statements.	Invoice/Receipt
10/12/10	Corinthians Redmond	\$25.00	Listed on bank statements.	Invoice/Receipt
10/26/10	Darries Anoai	\$75.00	Salary canvass per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/12/10	Darries Anoai	\$100.00	Salary canvass per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/15/10	Darries Anoai	\$100.00	Salary canvass per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/29/10	Darries Anoai	\$150.00	Salary canvass per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
9/29/10	De Marea Parker	\$50.00	Listed on bank statements.	Invoice/Receipt
10/21/10	Dedria Smith	\$11.92	Volunteer coordinator per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
10/7/10	Dedria Smith	\$25.00	Volunteer coordinator per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
10/12/10	Dedria Smith	\$25.00	Volunteer coordinator per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
10/21/10	Dedria Smith	\$25.00	Volunteer coordinator per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
10/27/10	Dedria Smith	\$25.00	Volunteer coordinator per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
9/21/10	Dedria Smith	\$100.00	Volunteer coordinator per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
10/12/10	Dedria Smith	\$300.00	Volunteer coordinator per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
10/19/10	Dedria Smith	\$300.00	Volunteer coordinator per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
10/26/10	Dedria Smith	\$300.00	Volunteer coordinator per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
11/2/10	Dedria Smith	\$300.00	Volunteer coordinator per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
11/3/10	Dedria Smith	\$300.00	Volunteer coordinator per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
11/1/10	Dedria Smith	\$500.00	Volunteer coordinator per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
11/4/10	Denae Thompson	\$25.00	Listed on bank statements.	Invoice/Receipt
10/20/10	Dennis Lumsey	\$75.00	Salary canvasser per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.

Date per bank statement	Vendor	Payment Amount	Description	Documents that may be sufficient to substantiate the expense
10/8/10	Dennis Lumsey	\$125.00	Salary canvasser per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/6/10	Dennis Lumsey	\$25.00	Salary canvasser per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/13/10	Dennis Lumsey	\$50.00	Salary canvasser per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/15/10	Dennis Lumsey	\$75.00	Salary canvasser per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/13/10	Derf Butler	\$25.00	Salary canvass per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/15/10	Derf Butler	\$75.00	Salary canvass per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/22/10	Derf Butler	\$50.00	Salary canvass per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/29/10	Derf Butler	\$100.00	Salary canvass per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
9/21/10	Dodney Ramdolph	\$384.00	Listed on bank statements.	Invoice/Receipt
7/29/10	Dollar store	\$14.24	Listed on bank statements.	Invoice/Receipt
7/29/10	Dollar store	\$20.26	Listed on bank statements.	Invoice/Receipt
10/25/10	Dollar store	\$18.62	Per Schedule E Form 460	Invoice/Receipt
8/26/10	Doltree	\$42.42	Listed on bank statements.	Invoice/Receipt
9/27/10	Domino's	\$35.00	Listed on bank statements.	Invoice/Receipt
9/9/10	Doney Vidovich Partners	\$650	Rent per Schedule E Form 460	Contract, Invoice/Receipt
10/19/10	Donisha Copeland	\$25.00	Salary canvass per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/15/10	Donisha Copeland	\$25.00	Salary canvass per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/19/10	Donisha Copeland	\$25.00	Salary canvass per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/22/10	Donisha Copeland	\$125.00	Salary canvass per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
4/2/10	Dorothy Sweet	\$275.00	Fundraiser per Schedule E Form 460	Invoice/Receipt
6/24/10	Dos Pinas	\$11.50	Listed on bank statements.	Invoice/Receipt
11/1/10	Dos Pinas	\$27.10	Per Schedule E Form 460	Invoice/Receipt
11/1/10	Ds waters	\$54.04	Per Schedule E Form 460	Invoice/Receipt
11/2/10	Edith Brooks	\$25.00	Salary canvass per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/12/10	Edith Brooks	\$50.00	Salary canvass per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
11/2/10	Edith Brooks	\$50.00	Salary canvass per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/12/10	Edith Brooks	\$75.00	Salary canvass per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/12/10	Edith Brooks	\$100.00	Salary canvass per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/12/10	Ellen Hehis	\$75.00	Listed on bank statements.	
10/15/10	Ernesto Molina	\$50.00	Salary canvass per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/15/10	Ernesto Molina	\$75.00	Salary canvass per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/20/10	Ernesto Molina	\$75.00	Salary canvass per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/22/10	Familia buter	\$100.00	Listed on bank statements.	Invoice/Receipt
10/22/10	Felicia Moore	\$25.00	Listed on bank statements.	Invoice/Receipt

Date per bank statement	Vendor	Payment Amount	Description	Documents that may be sufficient to substantiate the expense
11/1/10	Felicia Moore	\$75.00	Salary per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/27/10	Felicia Moore	\$125.00	Salary per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
11/12/10	Felicia Moore	\$125.00	Salary per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/18/10	Fifth and 833 mission	\$10.50	Listed on bank statements.	Invoice/Receipt
10/21/10	Fifth and 833 mission	\$10.50	Listed on bank statements.	Invoice/Receipt
9/28/10	Fillmore	\$7.00	Listed on bank statements.	Invoice/Receipt
7/16/10	Five starts	\$8.00	Listed on bank statements.	Invoice/Receipt
10/20/10	Fort mason	\$1.00	Listed on bank statements.	Invoice/Receipt
10/25/10	Frisco	\$123.66	Per Schedule E Form 460	Invoice/Receipt
11/1/10	Frisco Fried	\$200.00	Per Schedule E Form 460	Invoice/Receipt
10/26/10	Genina Elmore	\$75.00	Salary per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/28/10	Genina Elmore	\$75.00	Salary per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/19/10	Genina Elmore	\$100.00	Salary per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/21/10	Genina Elmore	\$100.00	Salary per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
11/2/10	Genina Elmore	\$187.50	Salary per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/12/10	Gerarda Daming	\$50.00	Salary canvasser per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
9/29/10	Gerarda Daming	\$273.00	Salary canvasser per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/27/10	Golden eag	\$21.33	Listed on bank statements.	Invoice/Receipt
10/8/10	Google ad	\$50.00	Listed on bank statements.	Invoice/Receipt
10/20/10	Google ad	\$200.00	Per Schedule E Form 460	Invoice/Receipt
8/6/10	Greenpost	\$361.35	Per Schedule E Form 460	Invoice/Receipt
6/22/10	Groupon	\$40.00	Listed on bank statements.	Invoice/Receipt
10/4/10	Happy Torrey	\$25.00	Salary canvass per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/20/10	Happy Torrey	\$25.00	Salary canvass per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/29/10	Happy Torrey	\$25.00	Salary canvass per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/13/10	Happy Torrey	\$100.00	Salary canvass per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/19/10	Happy Torrey	\$100.00	Salary canvass per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/25/10	Happy Torrey	\$125.00	Salary canvass per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/29/10	Happy Torrey	\$125.00	Salary canvass per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
9/20/10	Harlon meets	\$48.00	Listed on bank statements.	Invoice/Receipt
9/27/10	Helena Lucky	\$75.00	Salary canvasser per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/4/10	Helena Lucky	\$100.00	Salary canvasser per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
8/6/10	Hilton	\$21.00	Listed on bank statements.	Invoice/Receipt
10/29/10	Holly Callier	\$25.00	Listed on bank statements.	Invoice/Receipt
7/14/10	Hotcards	\$73.58	Per Schedule E Form 460	Invoice/Receipt
7/14/10	Hotcards	\$237.10	Per Schedule E Form 460	Invoice/Receipt
10/4/10	Iesha Jord	\$50.00	Per Bank Statement	Invoice/Receipt
8/9/10	Impark	\$3.00	Per Bank Statement.	Invoice/Receipt

Date per bank statement	Vendor	Payment Amount	Description	Documents that may be sufficient to substantiate the expense
10/15/10	Irene Gampaoli	\$75.00	Salary canvasser per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/12/10	Irene Gampaoli	\$50.00	Salary canvasser per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/18/10	Irene Gampaoli	\$75.00	Salary canvasser per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
9/20/10	Jamell Patterson	\$192.00	Listed on bank statements.	Invoice/Receipt
10/21/10	Jamell Patterson	\$25.00	Listed on bank statements.	Invoice/Receipt
10/28/10	Jarnese Brown	\$50.00	Salary per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/15/10	Jarnese Brown	\$75.00	Salary per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/13/10	Jamilla Butler	\$25.00	Salary per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/15/10	Jamilla Butler	\$75.00	Salary per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/22/10	Jamise Brown	\$75.00	Salary per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/20/10	Janice Smith	\$25.00	Listed on bank statements	Invoice/Receipt
10/28/10	Janiella Butler	\$50.00	Salary per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/29/10	Janiella Butler	\$100.00	Salary per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
9/29/10	Jay Knighten	\$25.00	Listed on bank statements.	Invoice/Receipt
10/27/10	Jennifer Burns	\$37.50	Salary canvass per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/15/10	Jennifer Burns	\$75.00	Salary canvass per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/22/10	Jennifer Burns	\$75.00	Salary canvass per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/19/10	Jennifer Burns	\$100.00	Salary canvass per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
11/2/10	Jennifer Burns	\$100.00	Salary canvass per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
9/28/10	Jessica Garret	\$25.00	Per Schedule E Form 460	Invoice/Receipt
10/1/10	Jessica Garret	\$50.00	Per Schedule E Form 460	Invoice/Receipt
10/12/10	Jessica Garret	\$50.00	Per Schedule E Form 460	Invoice/Receipt
10/14/10	Jessica Garret	\$50.00	Per Schedule E Form 460	Invoice/Receipt
10/4/10	Jessica Garret	\$75.00	Per Schedule E Form 460	Invoice/Receipt
10/5/10	Jessica Garret	\$75.00	Per Schedule E Form 460	Invoice/Receipt
10/8/10	Jessica Garret	\$75.00	Per Schedule E Form 460	Invoice/Receipt
10/18/10	Jessica Garret	\$75.00	Per Schedule E Form 460	Invoice/Receipt
10/18/10	Jessica Garret	\$75.00	Per Schedule E Form 460	Invoice/Receipt
10/12/10	KBLX	\$966.00	Radio Ads per Schedule E Form 460	Invoice/Receipt
9/27/10	Kenith Abram	\$100.00	Per Bank Statement.	Invoice/Receipt
9/21/10	Kymberlee Pittman	\$65.00	Office Management per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
9/7/10	Kymberlee Pittman	\$150.00	Office Management per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
9/20/10	Kymberlee Pittman	\$422.00	Office Management per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
10/22/10	Kymberlee Pittman	\$1,750.00	Office Management per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
3/5/10	Kimberly Smith	\$50.00	Per Bank Statement.	Invoice/Receipt
9/13/10	Kymberlee Pittman	\$25.00	Office Management per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.

Date per bank statement	Vendor	Payment Amount	Description	Documents that may be sufficient to substantiate the expense
9/20/10	Kymberlee Pittman	\$75.00	Office Management per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
9/20/10	Kymberlee Pittman	\$75.00	Office Management per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
9/27/10	Kymberlee Pittman	\$75.00	Office Management per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
9/29/10	Kymberlee Pittman	\$75.00	Office Management per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
10/25/10	Kymberlee Pittman	\$100.00	Office Management per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
9/20/10	Kymberlee Pittman	\$150.00	Office Management per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
9/28/10	Kymberlee Pittman	\$200.00	Office Management per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
8/16/10	Kymberlee Pittman	\$272.00	Office Management per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
8/23/10	Kymberlee Pittman	\$272.00	Office Management per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
9/27/10	Kymberlee Pittman	\$272.00	Office Management per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
9/7/10	Kymberlee Pittman	\$292.00	Office Management per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
9/13/10	Kymberlee Pittman	\$347.00	Office Management per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
8/9/10	Kymberlee Pittman	\$400.00	Office Management per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
10/4/10	Kymberlee Pittman	\$432.00	Office Management per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
10/4/10	Kymberlee Pittman	\$462.50	Office Management per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
8/27/10	Kymberlee Pittman	\$472.00	Office Management per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
10/18/10	Kymberlee Pittman	\$1,400	Office Management per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
11/1/10	Kymberlee Pittman	\$1,400.00	Office Management per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
11/1/10	Kymberlee Pittman	\$1,450.00	Office Management per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
11/2/10	Kymberlee Pittman	\$2,050.00	Office Management per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
8/6/10	Latoya Keller	\$140.00	Salary data entry Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
9/16/10	Lavonne Barnes	\$162.21	Volunteer coordinator per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
9/9/10	Lavonne Barnes	\$500.00	Volunteer coordinator per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
10/26/10	Lavonne Barnes	\$50.00	Volunteer coordinator per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
11/1/10	Lavonne Barnes	\$142.22	Volunteer coordinator per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
9/10/10	Lavonne Barnes	\$300.00	Volunteer coordinator per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
11/1/10	Lavonne Barnes	\$400.00	Volunteer coordinator per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
9/21/10	Lavonne Barnes	\$500.00	Volunteer coordinator per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.

Date per bank statement	Vendor	Payment Amount	Description	Documents that may be sufficient to substantiate the expense
10/21/10	Lavonne Barnes	\$500.00	Volunteer coordinator per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
8/25/10	Lavonne Barnes	\$500.00	Volunteer coordinator per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
10/6/10	Lavonne Barnes	\$500.00	Volunteer coordinator per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
9/21/10	Lisa Washington	\$264.00	Salary canvasser per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
11/2/10	Lola Adams	\$25.00	Salary per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
9/27/10	Lola Adams	\$100.00	Salary per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
11/2/10	Lori Flynn	\$200.00	Graphic design per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
10/22/10	Lori Flynn	\$700.00	Graphic design per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
10/28/10	Lorraine Mata	\$50.00	Salary per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/28/10	Lorraine Mata	\$75.00	Salary per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/28/10	Lorraine Mata	\$75.00	Salary per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
11/1/10	Lorraine Mata	\$125.00	Salary per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
5/28/10	Lynette Sweet	\$250.00	Payments to the candidate from her own Committee are prohibited.	Invoice/Receipt
11/8/10	Mariposa Silifave	\$25.00	Listed on bank statements.	Invoice/Receipt
9/21/10	Marva Milton	\$234.00	Salary canvasser per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/15/10	Matthew Banks	\$25.00	Listed on bank statements.	Invoice/Receipt
8/24/10	Maverick	\$87.26	Listed on bank statements.	Invoice/Receipt
8/2/10	Mercedes B	\$76.87	Listed on bank statements.	Invoice/Receipt
11/3/10	Moshi mosh	\$336.71	Per Schedule E Form 460	Invoice/Receipt
9/20/10	Naurkath Jones	\$168.00	Salary canvasser per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
6/1/10	No name on the check. "painting" per memo line on the check.	\$100.00	Listed on bank statements.	Invoice/Receipt
7/16/10	Norris sweet	\$20.00	Per Bank Statement.	Invoice/Receipt
10/18/10	Office depot	\$52.19	Per Schedule E Form 460	Invoice/Receipt
8/5/10	Office max	\$94.13	Per Schedule E Form 460	Invoice/Receipt
11/2/10	Office depot	\$58.97	Per Schedule E Form 460	Invoice/Receipt
10/12/10	Omari Logan	\$75.00	Salary canvasser per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/4/10	Omari Logan	\$50.00	Salary canvasser per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
11/23/10	Omari Logan	\$50.00	Salary canvasser per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
11/10/10	Omari Logan	\$62.50	Salary canvasser per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
9/28/10	Omari Logan	\$75.00	Salary canvasser per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/15/10	Omari Logan	\$75.00	Salary canvasser per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
11/18/10	Omari Logan	\$75.00	Salary canvasser per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.

Date per bank statement	Vendor	Payment Amount	Description	Documents that may be sufficient to substantiate the expense
11/18/10	Omari Logan	\$75.00	Salary canvasser per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
11/10/10	Omari Logan	\$112.50	Salary canvasser per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/22/10	Omniy halher	\$175.00	Salary per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
8/2/10	Online Sig	\$58.64	Per Schedule E Form 460	Invoice/Receipt
8/30/10	Online sig	\$98.71	Per Bank Statement	Invoice/Receipt
10/5/10	Onnyx Walker	\$31.65	Office help per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/28/10	Onnyx Walker	\$75.00	Office help per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/19/10	Onnyx Walker	\$116.49	Office help per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
8/17/10	Pacific Printing	\$1,272.84	Per Schedule E Form 460.	Invoice/Receipt
7/2/10	Pacific Printing	\$621.34	Per Schedule E Form 460.	
8/16/10	Port of sa	\$5.25	Per Bank Statement	Invoice/Receipt
11/1/10	Premier Political Communications	\$51.75	Per Schedule E Form 460	Invoice/Receipt
10/27/10	Premier Political Communications	\$148.92	Per Schedule E Form 460	Invoice/Receipt
10/19/10	Premier Political Communications	\$50.00	Per Schedule E Form 460	Invoice/Receipt
10/22/10	Premier Political Communications	\$250.00	Robo calls per Schedule E Form 460	Invoice/Receipt
3/29/10	Progressive Era Project	\$40.00	Per Schedule E Form 460	Invoice/Receipt
8/16/10	Progressive Era Project	\$40.00	Per Schedule E Form 460	Invoice/Receipt
11/4/10	Progressive Era Project	\$120.00	Per Schedule E Form 460	Invoice/Receipt
10/12/10	Ramona Collie	\$50.00	Salary canvass per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/19/10	Ramona Collie	\$50.00	Salary canvass per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/12/10	Ramona Collie	\$50.00	Salary canvass per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/15/10	Ramona Collie	\$100.00	Salary canvass per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
8/20/10	Raychell Howard	\$160.00	Part time help per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
8/13/10	Raychell Howard	\$190.00	Part time help per Schedule E f460	Contract, timesheets, form 1099s, invoices, or receipts.
8/27/10	Raychell Howard	\$160.00	Part time help per Schedule E f460	Contract, timesheets, form 1099s, invoices, or receipts.
9/3/10	Raychell Howard	\$160.00	Part time help per Schedule E f460	Contract, timesheets, form 1099s, invoices, or receipts.
9/10/10	Raychell Howard	\$160.00	Part time help per Schedule E f460	Contract, timesheets, form 1099s, invoices, or receipts.
9/17/10	Raychell Howard	\$160.00	Part time help per Schedule E f460	Contract, timesheets, form 1099s, invoices, or receipts.
9/27/10	Raychell Howard	\$160.00	Part time help per Schedule E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/1/10	Raychell Howard	\$160.00	Part time help per Schedule E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/12/10	Raychell Howard	\$320.00	Part time help per Schedule E f460	Contract, timesheets, form 1099s, invoices, or receipts.

Date per bank statement	Vendor	Payment Amount	Description	Documents that may be sufficient to substantiate the expense
10/18/10	Raychell Howard	\$350.00	Part time help per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/22/10	Raychell Howard	\$445.00	Part time help per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
8/18/10	Renaissance	\$175.00	Night out advertisement per Schedule E Form 460	Invoice/Receipt
10/29/10	Renita Bram	\$50.00	Salary canvass Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
9/29/10	Renita Abram	\$75.00	Salary canvass Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/4/10	Renita Abram	\$75.00	Salary canvass Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/14/10	Renita Abram	\$75.00	Salary canvass Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/15/10	Renita Abram	\$75.00	Salary canvass Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/5/10	Renita Abram	\$100.00	Salary canvass Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/14/10	Renita Abram	\$100.00	Salary canvass Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/25/10	Renita Abram	\$125.00	Salary canvass Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/29/10	Renita Abram	\$125.00	Salary canvass Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/19/10	Renita Abram	\$50.00	Salary canvass Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
11/4/10	Renita Abram replacement ck-Raychelle howard	\$50.00	Salary canvass Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
12/27/10	Restaurant	\$430.00	Listed on bank statements.	Invoice/Receipt
8/30/10	Restaurant	\$333.51	Per Schedule E Form 460	Invoice/Receipt
6/23/10	Restaurant	\$33.20	Listed on bank statements.	Invoice/Receipt
10/8/10	Richard Fowler	\$93.75	Salary canvass Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/7/10	Richard Fowler	\$12.50	Salary canvass Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/7/10	Richard Fowler	\$25.00	Salary canvass Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/7/10	Richard Fowler	\$25.00	Salary canvass Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/18/10	Richard Fowler	\$40.00	Salary canvass Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/15/10	Richard Fowler	\$70.00	Salary canvass Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/6/10	Richard Fowler	\$75.00	Salary canvass Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
9/21/10	Rita Dunn	\$342.00	Listed on bank statements.	Invoice/Receipt
9/20/10	Robin Robinson	\$432.00	Salary canvasser per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/19/10	Robyn Bell Brannon	\$25.00	Listed on bank statements.	Invoice/Receipt
10/13/10	Ronnie Helen	\$25.00	Listed on bank statements.	Invoice/Receipt
10/28/10	Ronnie Helen	\$25.00	Listed on bank statements.	Invoice/Receipt
10/12/10	Sabrina Porter	\$100.00	Salary canvasser per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/18/10	Sabrina Porter	\$25.00	Salary canvasser per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.

Date per bank statement	Vendor	Payment Amount	Description	Documents that may be sufficient to substantiate the expense
10/18/10	Sabrina Porter	\$25.00	Salary canvass per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/12/10	Sabrina Porter	\$50.00	Salary canvass per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/15/10	Sabrina Porter	\$50.00	Salary canvass per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/18/10	Sabrina Porter	\$75.00	Salary canvass per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/4/10	Sabrina Porter	\$100.00	Salary canvass per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
9/29/10	Sabrina Porter	\$75.00	Salary canvass per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/8/10	Safeway	\$9.02	Per Schedule E Form 460	Invoice/Receipt
11/2/10	Safeway	\$15.88	Per Schedule E Form 460	Invoice/Receipt
9/20/10	Safeway	\$16.82	Per Schedule E Form 460	Invoice/Receipt
10/8/10	Seneva malepeal	\$25.00	Per Schedule E Form 460	Invoice/Receipt
10/5/10	Senior action network	\$110.00	Ads per Schedule E Form 460	Invoice/Receipt
10/22/10	Senteara Talton	\$100.00	Salary per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
8/6/10	SP dept elections	\$260.50	Per Schedule E Form 460	Invoice/Receipt
8/19/10	SFMTA	\$2.00	Listed on bank statements	Invoice/Receipt
10/25/10	Shell Oil	\$33.54	Listed on bank statements.	Invoice/Receipt
10/8/10	Sineva Malepeal	\$125.00	Salary Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
9/20/10	Sineva Malepeal	\$378.00	Salary Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
8/27/10	Smartfinal	\$104.67	Snack for walkers Schedule E Form 460	Invoice/Receipt
7/7/10	St finn barr	\$30.00	Listed on bank statements.	Invoice/Receipt
10/29/10	St marys	\$7.00	Listed on bank statements.	Invoice/Receipt
10/19/10	Star Puaali savaii	\$25.00	Salary per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
9/28/10	Star Puaali savaii	\$25.00	Salary per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/4/10	Star Puaali savaii	\$50.00	Salary per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/29/10	Star Puaali savaii	\$75.00	Salary per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/22/10	Star Puaali savaii	\$100.00	Salary per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/12/10	Star Puaali savaii	\$50.00	Salary per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
9/30/10	Star Puaali savaii	\$75.00	Salary per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/5/10	Star Puaali savaii	\$100.00	Salary per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/15/10	Star Puaali savaii	\$75.00	Salary per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/27/10	Star Puaali savaii	\$50.00	Salary per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/12/10	Star Puaali savaii	\$75.00	Salary per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/5/10	Starbucks	\$14.90	Listed on bank statements.	Invoice/Receipt
10/18/10	Starbucks	\$17.10	Listed on bank statements.	Invoice/Receipt
6/15/10	Subway	\$99.95	Listed on bank statements.	Invoice/Receipt
10/25/10	Target	\$100.25	Per Schedule E Form 460	Invoice/Receipt

Date per bank statement	Vendor	Payment Amount	Description	Documents that may be sufficient to substantiate the expense
10/8/10	Tariv Logan	\$25.00	Salary canvass per Schedule E Form 460	Invoice/Receipt
9/27/10	Tariv Logan	\$50.00	Salary canvass per Schedule E #460	Invoice/Receipt
10/12/10	Tariv Logan	\$50.00	Salary canvass per Schedule E #460	Invoice/Receipt
9/29/10	Tariv Logan	\$75.00	Salary canvass per Schedule E #460	Invoice/Receipt
10/12/10	Tariv Logan	\$75.00	Salary canvass per Schedule E #460	Invoice/Receipt
10/12/10	Tariv Logan	\$75.00	Salary canvass per Schedule E #460	Invoice/Receipt
10/4/10	Tariv Logan	\$75.00	Salary canvass per Schedule E #460	Invoice/Receipt
10/18/10	Tariv Logan	\$75.00	Salary canvass per Schedule E #460	Invoice/Receipt
10/4/10	The old cl	\$41.06	Listed on bank statements.	Invoice/Receipt
11/1/10	Thomas Mayfield	\$2,100.00	Salary canvass per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/20/10	UCNW	\$40.00	Listed on bank statements.	Invoice/Receipt
9/29/10	Union bank - atm withdrawal	\$80.00	Per Schedule E Form 460	Invoice/Receipt
10/18/10	Union bank withdrawal	\$20.00	Per Schedule E Form 460	Invoice/Receipt
10/1/10	Union bank withdrawal	\$60.00	Per Schedule E Form 460	Invoice/Receipt
10/4/10	Union bank withdrawal	\$60.00	Listed on bank statements.	Invoice/Receipt
6/28/10	USPS	\$47.26	Per Schedule E Form 460	Invoice/Receipt
10/13/10	Verla Williams	\$125.00	Salary canvasser per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
9/30/10	Verla Williams	\$50.00	Salary canvasser per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
9/27/10	Verla Williams	\$75.00	Salary canvasser per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/4/10	Verla Williams	\$75.00	Salary canvasser per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/21/10	Verla Williams	\$25.00	Salary canvasser per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
11/5/10	Verla Williams	\$50.00	Salary canvasser per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/6/10	Verla Williams	\$75.00	Salary canvasser per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/15/10	Verla Williams	\$75.00	Salary canvasser per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/25/10	Verla Williams	\$100.00	Salary canvasser per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
11/1/10	Verla Williams	\$125.00	Salary canvasser per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/8/10	Wai Li	\$386.00	Salary canvasser per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/13/10	Wai Li	\$403.00	Salary canvasser per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/26/10	Wai Li	\$621.50	Salary canvasser per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.

Date per bank statement	Vendor	Payment Amount	Description	Documents that may be sufficient to substantiate the expense
5/28/10	Walgreen	\$5.00	Listed on bank statements.	Invoice/Receipt
7/28/10	Walgreen	\$3.27	Listed on bank statements.	Invoice/Receipt
8/26/10	Walgreen	\$36.70	Listed on bank statements.	Invoice/Receipt
10/25/10	Walgreen	\$39.71	Per Schedule E Form 460	Invoice/Receipt
11/1/10	Walgreen	\$76.65	Per Schedule E Form 460	Invoice/Receipt
10/5/10	Washington Lisa	\$25.00	Salary canvass per Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
9/27/10	Wilmes com	\$54.75	Per Bank Statement	Invoice/Receipt
10/19/10	Wonie Barnes	\$118.61	Salary office help Schedule E Form 460	Contract, timesheets, form 1099s, invoices, or receipts.
10/25/10	Xtra oil	\$40.00	Listed on bank statements.	Invoice/Receipt
8/26/10	Yahoo	\$24.95	Listed on bank statements.	Invoice/Receipt
6/29/10	Yellow cab	\$14.10	Listed on bank statements.	Invoice/Receipt
5/25/10	Zazzle.com	\$4.67	Listed on bank statements.	Invoice/Receipt
	Total	\$517.03		
Percentage of Total Expenses		45.49%		

Sweet for Supervisor 2010, ID# 1324331

Attachment B to Ethics Commission Audit Report

Contributions that lack supporting documentation

Date per Schedule A	Contributor's Last Name	Contributor's First Name	Amount
3/21/2010	Adams	Philip	\$250.00
10/22/2010	B&C Painting & Decorating		\$100.00
7/27/2010	Bates	Earnest	\$250.00
10/18/2010	Bingham	Jeffrey	\$200.00
3/28/2010	Cameron	Alan	\$500.00
10/21/2010	Carr	Cynthia	\$100.00
10/20/2010	Chavez	Michelle	\$500.00
8/1/2010	Fromer	Gina	\$100.00
3/30/2010	Goggins	Terry	\$500.00
10/25/2010	Greblien	Virginia	\$100.00
10/29/2010	Grisby	Darnell	\$400.00
7/27/2010	Henderson	Kevin	\$100.00
7/13/2010	Horsefell	Susan	\$500.00
10/21/2010	Louie	Calvin	\$100.00
10/28/2010	Mason Ramsey	Eleanor	\$500.00
10/19/2010	Ogbeide	Tony	\$250.00
3/4/2010	Ogbeide	Tony	\$250.00
10/21/2010	Quickdraw Permit Consulting		\$200.00
10/25/2010	Ramsey, Jr	Henry	\$500.00
10/30/2010	Reed	Cassandra	\$100.00
10/20/2010	San Fran Dental PAC		\$500.00
10/25/2010	SF Apartment Ass PAC		\$500.00
9/23/2010	San Francisco PAC	Municipal Executives	\$500.00
11/1/2010	Santos	Virginia	\$400.00
3/4/2010	Smothers	Fate	\$200.00
10/17/2010	Tanya	Tanya	\$100.00
10/28/2010	Trembath	R. J.	\$100.00
10/26/2010	Vliker	Robert	\$200.00
3/22/2010	Wade	Robert	\$500.00
10/22/2010	Yung	Douglas	\$250.00
		Total	\$8,750.00
	Percentage of Total Contributions		11.91%

Recipient Committee
Campaign Statement
Cover Page

(Government Code Sections 84200-84216.5)

Type or print in ink **ORIGINAL**

COVER PAGE

Date Stamp
FILED
2011 JAN 28 PM 2:55
SAN FRANCISCO
ETHICS COMMISSION

CALIFORNIA
FORM 460
For OFFICIALS ONLY

Page 1 of 47

Date of election if applicable:
(Month, Day, Year)
31/02/2010

Statement covers period
from 10/17/2010
through 12/31/2010

SEE INSTRUCTIONS ON REVERSE

1. Type of Recipient Committee: All committees - Complete Parts 1, 2, 3, and 4.

- ☒ Officer/holder, Candidate Controlled Committee
☐ State Candidate Election Committee
☐ Recall
(Also Complete Part 2)
- ☐ General Purpose Committee
☐ Special Purpose Committee
☐ Political Party/Central Committee
- ☐ Primarily Formed Ballot Measure Committee
☐ Controlled
☐ Sponsored
(Also Complete Part 2)
- ☐ Primarily Formed Candidate/Officer/holder Committee
(Also Complete Part 3)

2. Type of Statement:

- ☐ Plediction Statement
☒ Special Odd-Year Report
☐ Semi-annual Statement
☐ Termination Statement
(Also file a Form 410 Termination)
☐ Amendment (Explain below)

3. Committee Information
COMMITTEE NAME (OR CANDIDATES NAME IF NO COMMITTEE)
Sweet for Supervisor 2010

I.D. NUMBER
1324331

Treasurer(s)

NAME OF TREASURER
Lynette Sweet
MAILING ADDRESS

25 Rebecca Lane
CITY

San Francisco
STATE CA

ZIP CODE 94124

AREA CODE/PHONE (415) 509-2187

NAME OF ASSISTANT TREASURER, IF ANY

MAILING ADDRESS

CITY

STATE

ZIP CODE

AREA CODE/PHONE

OPTIONAL FAX/EMAIL ADDRESS

lynettesweet@aol.com

STREET ADDRESS (NO P.O. BOX)
1 Rhode Island Street

CITY
San Francisco

STATE CA

ZIP CODE 94103

AREA CODE/PHONE (415) 297-2219

MAILING ADDRESS (IF DIFFERENT NO. AND STREET OR P.O. BOX)

P.O. Box 980213

CITY

STATE CA

ZIP CODE 94188

AREA CODE/PHONE

OPTIONAL FAX/EMAIL ADDRESS

lynettesweet@aol.com

4. Verification

I have used all reasonable diligence in preparing and reviewing this statement and to the best of my knowledge the information contained herein and in the attached schedules is true and complete. I certify under penalty of perjury that I am a duly qualified officer or candidate for the laws of the State of California that the foregoing is true and correct.

Executed on 1/28/11

By Lynette Sweet

Executed on 1/28/11

By Lynette Sweet

Executed on

By

Executed on

By

Executed on

By

Executed on

By

FPPC Form 460 (January 05)
FPPC Toll-Free Helpline: 866/ASK-FPPC (866/275-3722)
State of California

Ethics Complaint No. 19-131115 - Complainant's Hearing Brief Exhibit 3

Recipient Committee
Campaign Statement
Cover Page — Part 2

Type or print in ink.

COVER PAGE — PART 2



Page 2 of 47

5. Officeholder or Candidate Controlled Committee

NAME OF OFFICEHOLDER OR CANDIDATE

Yvette Sweet

OFFICE SOUGHT OR HELD (INCLUDE LOCATION AND DISTRICT NUMBER IF APPLICABLE)
Board of Supervisors — District 10 C... City & County of San Francisco

RESIDENTIAL/BUSINESS ADDRESS (NO. AND STREET) CITY STATE ZIP
25 Rebeca Lane San Francisco CA 94124

Related Committees Not Included in this Statement: *List any committees not included in this statement that are controlled by you or are primarily formed to receive contributions or make expenditures on behalf of your candidacy.*

COMMITTEE NAME

I.D. NUMBER

NAME OF TREASURER

CONTROLLED COMMITTEE?

☐ YES ☐ NO

COMMITTEE ADDRESS STREET ADDRESS (NO P.O. BOX)

CITY STATE ZIP CODE AREA CODE/PHONE

COMMITTEE NAME

I.D. NUMBER

NAME OF TREASURER

CONTROLLED COMMITTEE?

☐ YES ☐ NO

COMMITTEE ADDRESS STREET ADDRESS (NO P.O. BOX)

CITY STATE ZIP CODE AREA CODE/PHONE

6. Primarily Formed Ballot Measure Committee

NAME OF BALLOT MEASURE

BALLOT NO. OR LETTER

JURISDICTION

☐ SUPPORT
☐ OPPOSE

Identify the controlling officeholder, candidate, or state measure, proponent, if any.

NAME OF OFFICEHOLDER, CANDIDATE, OR PROPONENT

OFFICE SOUGHT OR HELD

DISTRICT NO. IF ANY

7. Primarily Formed Candidate/Officeholder Committee *List names of officeholder(s) or candidate(s) for which this committee is primarily formed.*

NAME OF OFFICEHOLDER OR CANDIDATE

OFFICE SOUGHT OR HELD

☐ SUPPORT
☐ OPPOSE

NAME OF OFFICEHOLDER OR CANDIDATE

OFFICE SOUGHT OR HELD

☐ SUPPORT
☐ OPPOSE

NAME OF OFFICEHOLDER OR CANDIDATE

OFFICE SOUGHT OR HELD

☐ SUPPORT
☐ OPPOSE

NAME OF OFFICEHOLDER OR CANDIDATE

OFFICE SOUGHT OR HELD

☐ SUPPORT
☐ OPPOSE

Attach continuation sheets if necessary

Campaign Disclosure Statement Summary Page

Type or print in ink.
Amounts may be rounded
to whole dollars.

SUMMARY PAGE
CALIFORNIA
FORM 460

Statement covers period
from 10/17/2010
through 12/31/2010

SEE INSTRUCTIONS ON REVERSE
NAME OF FILER
Sheet for Supervisor 2010

Page 3 of 47
LO. NUMBER
1324331

Contributions Received

	Column A TOTALS PER MONTH (FROM ALL SCHEDULES)	Column B TOTALS FOR TOTAL DOLLARS
1. Monetary Contributions Schedule A, Line 3	\$ \$14,705.00	\$ \$71,398.92
2. Loans Received Schedule B, Line 3	\$ \$2,300.00	\$ \$0.00
3. SUBTOTAL CASH CONTRIBUTIONS	\$ \$12,705.00	\$ \$71,398.92
4. Nonmonetary Contributions Add Lines 1 + 2	\$ \$0.00	\$ \$0.00
5. TOTAL CONTRIBUTIONS RECEIVED Add Lines 3 + 4	\$ \$12,705.00	\$ \$71,398.92

Expenditures Made

6. Payments Made Schedule E, Line 4	\$ \$40,816.30	\$ \$125,399.59
7. Loans Made Schedule H, Line 3	\$ \$0.00	\$ \$0.00
8. SUBTOTAL CASH PAYMENTS Add Lines 6 + 7	\$ \$40,816.30	\$ \$125,399.59
9. Accrued Expenses (Unpaid Bills) Schedule F, Line 3	\$ \$0.00	\$ \$2,150.00
10. Nonmonetary Adjustment Schedule C, Line 3	\$ \$0.00	\$ \$0.00
11. TOTAL EXPENDITURES MADE Add Lines 8 + 9 + 10	\$ \$40,816.30	\$ \$127,549.59

Current Cash Statement

12. Beginning Cash Balance Previous Summary Page, Line 16	\$ \$22,100.19	To calculate Column B, add amounts in Column A to the amounts in Column B from Column A to the amounts in Column B report. Some amounts in Column A may be negative figures that should be subtracted from previous period amounts. If this is the first report being filed for this calendar year, only carry over the amounts from Lines 2, 7, and 9 (if any).
13. Cash Receipts Column A, Line 3 above	\$ \$12,705.00	
14. Miscellaneous Increases to Cash Schedule I, Line 4	\$ \$9,503.00	
15. Cash Payments Column A, Line 8 above	\$ \$40,816.30	
16. ENDING CASH BALANCE Add Lines 12 + 13 + 14, then subtract Line 15	\$ \$7,991.89	

If this is a termination statement, Line 16 must be zero.

17. LOAN GUARANTEES RECEIVED

Schedule B, Part 2	\$ \$0.00
Cash Equivalents and Outstanding Debts	
18. Cash Equivalents See instructions on reverse	\$ \$0.00
19. Outstanding Debts Add Line 2 + Line 9 in Column B above	\$ \$2,150.00

Calendar Year Summary for Candidates Running in Both the State Primary and General Elections

20. Contributions Received	\$	1/1 through 6/30	7/1 to Date
21. Expenditures Made	\$		

Expenditure Limit Summary for State Candidates

22. Cumulative Expenditures Made* (if applicable, voluntary expenditure limit)	\$
Date of Election (mm/dd/yyyy)	
Total to Date	\$

*Amounts in this section may be different from amounts reported in Column B.

Schedule A Monetary Contributions Received

Type or print in ink
Amounts may be rounded
to whole dollars.

Statement covers period
from 10/17/2010
through 12/31/2010

SCHEDULE A
CALIFORNIA FORM 460

SEE INSTRUCTIONS ON REVERSE
NAME OF FILER
Brent For Supervisor 2010

Page 4 of 47
ID. NUMBER
1324331

DATE RECEIVED	FULL NAME, STREET ADDRESS AND ZIP CODE OF CONTRIBUTOR (IF COMMITTEE, ALSO ENTER ID. NUMBER)	CONTRIBUTOR CODE *	IF AN INDIVIDUAL, ENTER OCCUPATION AND EMPLOYER (IF SELF-EMPLOYED, ENTER NAME OF BUSINESS)	AMOUNT RECEIVED THIS PERIOD	CUMULATIVE DATE CALENDAR YEAR (JAN. 1 - DEC. 31)	PER ELECTION TOTAL (IF REQUIRED)
10/17/2010	Tanya Tanya 181 Clew Bend Lane San Francisco CA 94124	☒ IND ☐ COM ☐ OTH ☐ PTY ☐ SCC	Management Assistant COSF	\$100.00	\$100.00	
10/18/2010	Jeffrey Bingham 4449 23rd St San Francisco CA 94114	☒ IND ☐ COM ☐ OTH ☐ PTY ☐ SCC	General Contractor Santos Company	\$200.00	\$200.00	
10/18/2010	Jim Lazarus 1999 Broadway St, Apt. 72 San Francisco CA 94109	☒ IND ☐ COM ☐ OTH ☐ PTY ☐ SCC	Executive SF Chamber of Commerce	\$100.00	\$100.00	
10/19/2010	Geoffrey Gibbs 3100 Lincoln Avenue Alameda CA 94501	☒ IND ☐ COM ☐ OTH ☐ PTY ☐ SCC	Attorney The Gibbs Law Group, LLC	\$250.00	\$250.00	
10/19/2010	Tony Ogbeide 574 Blossom Way Hayward CA 94541	☒ IND ☐ COM ☐ OTH ☐ PTY ☐ SCC	Engineer Anthony Ogbeide Associates	\$250.00	\$500.00	
SUBTOTAL \$				\$900.00		

Schedule A Summary

- Amount received this period - itemized monetary contributions.
(Include all Schedule A Subtotals.) \$ \$14,400.00
- Amount received this period - unitemized monetary contributions of less than \$100 \$ \$305.00
- Total monetary contributions received this period.
(Add Lines 1 and 2. Enter here and on the Summary Page, Column A, Line 1.) TOTAL \$ \$14,705.00

*Contributor Codes
IND - Individual
COM - Recipient Committee
OTH - Other (e.g., business entity)
PTY - Political Party
SCC - Small Contributor Committee

Schedule A (Continuation Sheet) Monetary Contributions Received

Type or print in ink.
Amounts may be rounded
to whole dollars.

SCHEDULE A (CONT.)
CALIFORNIA
FORM 460

Statement covers period
from 10/17/2010

through 12/31/2010

NAME OF FILER
Sweet For Supervisor 2010

Page 5 of 47

ID NUMBER
1324331

DATE RECEIVED	FULL NAME, STREET ADDRESS AND ZIP CODE OF CONTRIBUTOR (IF COMMITTEE, ALSO ENTER ID NUMBER)	CONTRIBUTOR CODE *	IF AN INDIVIDUAL, ENTER OCCUPATION AND EMPLOYER (IF SELF-EMPLOYED, ENTER NAME OF BUSINESS)	AMOUNT RECEIVED THIS PERIOD	CUMULATIVE TO DATE (INDICATE YEAR (JAN. 1 - DEC. 31))	PER ELECTION DATE (IF REQUIRED)
10/19/2010	alan vitarbi 4650 Rancho Del Mar trail San Diego CA 92130	☒ IND ☐ COM ☐ OTH ☐ PTY ☐ SOC	Liquid Environmental Retired Chief Executive Officer	\$500.00	\$500.00	
10/20/2010	Michelle Chavez 11845 Garrison Dr Rancho Cucamonga CA 91730	☒ IND ☐ COM ☐ OTH ☐ PTY ☐ SOC	Retired Retired	\$500.00	\$500.00	
10/20/2010	Kevin Cheng 3143 Twenty First Street San Francisco CA 94110	☒ IND ☐ COM ☐ OTH ☐ PTY ☐ SOC	Investor self	\$500.00	\$500.00	
10/20/2010	Gindy Jin-Yu Xu 216 Morse Street San Francisco CA 94112	☒ IND ☐ COM ☐ OTH ☐ PTY ☐ SOC	Self Employed Self Employed	\$500.00	\$500.00	
10/20/2010	San Fran Dental PAC 2143 Lombard Street San Francisco CA 94123	☐ IND ☐ COM ☐ OTH ☐ PTY ☐ SOC		\$500.00	\$500.00	

SUBTOTAL \$ 2,500.00

*Contributor Codes
IND - Individual
COM - Recipient Committee
OTH - Other (e.g., business entity)
PTY - Political Party
SOC - Small Contributor Committee

Schedule A (Continuation Sheet) Monetary Contributions Received

Type or print in ink.
Amounts may be rounded
to whole dollars.

SCHEDULE A (CONT.)
CALIFORNIA
FORM 460

Statement covers period
from 10/17/2010
through 12/31/2010

NAME OF FILER
Sheet for Supervisor 2010

Page 6 of 47
ID NUMBER
1324331

DATE RECEIVED	FULL NAME, STREET ADDRESS AND ZIP CODE OF CONTRIBUTOR (If contributor has an email address, include it)	CONTRIBUTOR CODE *	IF AN INDIVIDUAL ENTER OCCUPATION AND EMPLOYER (If self-employed, enter NAME OF BUSINESS)	AMOUNT RECEIVED THIS PERIOD	CUMULATIVE TO DATE CALENDAR YEAR (JAN. 1 - DEC. 31)	PER ELECTION TO DATE (IF REQUIRED)
10/20/2010	Lynette Sweet 25 Rebeca Lane San Francisco CA 94124	☒ IND ☐ COM ☐ OTH ☐ PTY ☐ SCC	Director NAME	\$2,500.00	\$2,500.00	
10/21/2010	Cynthia Carr 1012 Alberdan Cir Pinola CA 94564	☒ IND ☐ COM ☐ OTH ☐ PTY ☐ SCC	SF County Social Worker	\$100.00	\$100.00	
10/21/2010	Virginia Giblin 999 Wisconsin St #5 San Francisco CA 94107	☒ IND ☐ COM ☐ OTH ☐ PTY ☐ SCC	Retired Retired	\$500.00	\$500.00	
10/21/2010	Calvin Lewis 838 Grant Ave #402-7 San Francisco CA 94108	☒ IND ☐ COM ☐ OTH ☐ PTY ☐ SCC	Certified Public Accountant CALVIN LEWIS CPA	\$100.00	\$100.00	
10/21/2010	Quickdraw Permit Consulting 50 94th Street San Francisco CA 94103	☒ IND ☐ COM ☐ OTH ☐ PTY ☐ SCC		\$200.00	\$200.00	

SUBTOTAL \$ \$3,400.00

*Contributor Codes
IND - Individual
COM - Recipient Committee
(other than PTY or SCC)
OTH - Other (e.g., business entity)
PTY - Political Party
SCC - Small Contributor Committee

Schedule A (Continuation Sheet) Monetary Contributions Received

Type or print in Ink.
Amounts must be rounded
to whole dollars.

SCHEDULE A (CONT)

Statement covers period
from 10/17/2010
through 12/31/2010

CALIFORNIA
FORM 460

Page 7 of 47

NAME OF FILER
Sweet for Supervisor 2010

LB NUMBER
1324331

DATE RECEIVED	FULL NAME, STREET ADDRESS AND ZIP CODE OF CONTRIBUTOR (IF COMMITTEE ALSO ENTER LEGAL NUMBER)	CONTRIBUTOR CODE *	IF AN INDIVIDUAL, ENTER OCCUPATION AND EMPLOYER (IF SELF-EMPLOYED, ENTER NAME OF BUSINESS)	AMOUNT RECEIVED THIS PERIOD	CUMULATIVE TO DATE CALENDAR YEAR (JAN. 1 - DEC. 31)	PER ELECTION CALENDAR YEAR TO DATE (IF REQUIRED)
10/21/2010	Riohard Serrazana 11365 Bayshore Blvd San Francisco CA 94124	☒ IND ☐ COM ☐ OTH ☐ PTY ☐ SCC	Self Employed Self Employed	\$500.00	\$500.00	\$500.00
10/22/2010	Bac Painting & Decorating 4028 3rd St #301 San Francisco CA 94124	☐ IND ☐ COM ☒ OTH ☐ PTY ☐ SCC		\$100.00	\$100.00	\$100.00
10/23/2010	Jo Jackson 1036 Innes Ave San Francisco CA 94124	☒ IND ☐ COM ☐ OTH ☐ PTY ☐ SCC	Consultant Self Employed	\$100.00	\$100.00	\$100.00
10/23/2010	Victor MacFarlane 201 Spear St 14th Flr San Francisco CA 94105	☒ IND ☐ COM ☐ OTH ☐ PTY ☐ SCC	Self Employed Executive	\$500.00	\$500.00	\$500.00
10/23/2010	Kendall Young 29 Navona st San Francisco CA 94127	☒ IND ☐ COM ☐ OTH ☐ PTY ☐ SCC	Nurse Saint Francis Memorial	\$200.00	\$200.00	\$200.00

SUBTOTAL \$ 31,400.00

*Contributor Codes
IND - Individual
COM - Recipient Committee
(other than PTY or SCC)
OTH - Other (not a business entity)
PTY - Political Party
SCC - Small Contributor Committee

Schedule A (Continuation Sheet) Monetary Contributions Received

Type or print in ink.
Amounts may be rounded
to whole dollars.

SCHEDULE A (CONT.)
CALIFORNIA
FORM 460

Statement covers period
from 10/17/2010

through 12/31/2010

NAME OF FILER
Sweet for Supervisor 2010

Page 8 of 47

ID NUMBER
1324331

DATE RECEIVED	FULL NAME, STREET ADDRESS AND ZIP CODE OF CONTRIBUTOR (IF CONTRIBUTOR'S OFFICE NUMBER)	CONTRIBUTOR CODE *	IF AN INDIVIDUAL, ENTER OCCUPATION AND EMPLOYER (IF SELF, ENTER NAME OF BUSINESS)	AMOUNT RECEIVED THIS PERIOD	CUMULATIVE TO DATE CALENDAR YEAR (JAN. 1 - DEC. 31)	PER ELECTION TO DATE (IF REQUIRED)
10/22/2010	Douglas Yung 1809 Canyon Oak Ct San Mateo CA 94402	☒ IND ☐ COM ☐ OTH ☐ PTY ☐ SCC	Consultant Self Employed	\$250.00	\$250.00	
10/24/2010	Sophie Maxwell 1568 Jarrod Avenue San Francisco CA 94124	☒ IND ☐ COM ☐ OTH ☐ PTY ☐ SCC	Board of Supervisor City of San Francisco	\$500.00	\$500.00	
10/24/2010	R Daven Oswald 155 Jackson St #2004 San Francisco CA 94111	☒ IND ☐ COM ☐ OTH ☐ PTY ☐ SCC	Financial Analyst Schwab	\$200.00	\$200.00	
10/25/2010	Martin Gashuller 630 Arkansas St San Francisco CA 94107	☒ IND ☐ COM ☐ OTH ☐ PTY ☐ SCC	President Mag Management	\$500.00	\$500.00	
10/25/2010	Virginia Grabian 913 Encanada Dr La Habra Heights CA 90631	☒ IND ☐ COM ☐ OTH ☐ PTY ☐ SCC	Home Maker Home Maker	\$100.00	\$100.00	

SUBTOTAL \$ \$1,550.00

*Contributor Codes
IND - Individual
COM - Recipient Committee
(other than PTY or SCC)
OTH - Other (e.g., business entity)
PTY - Political Party
SCC - Small Contributor Committee

Schedule A (Continuation Sheet) Monetary Contributions Received

Type or print in ink
Amounts may be rounded
to whole dollars.

SCHEDULE A (CONT.)
CALIFORNIA
FORM 460

Page 9 of 47

LO NUMBER
1374331

Statement covers period
from 10/17/2010
through 12/31/2010

NAME OF FILER
Sweet for Supervisor 2010

DATE RECEIVED	FULL NAME, STREET ADDRESS AND ZIP CODE OF CONTRIBUTOR (IF COMMITTEE HAS OTHER LO NUMBER)	CONTRIBUTOR CODE #	IF AN INDIVIDUAL, ENTER OCCUPATION AND EMPLOYER (IF SELF-EMPLOYED, ENTER NAME OF BUSINESS)	AMOUNT RECEIVED THIS PERIOD	CUMULATIVE DATE RECEIVED (JAN. 1 - DEC. 31)	PER ELECTION RECEIVED (IF REQUIRED)
10/25/2010	Henry Ramsey, Jr. 2955 Avalon Ave Berkeley CA 94705	☒ IND ☐ COM ☐ OTH ☐ PTY ☐ SCC	Retired	\$500.00	\$500.00	
10/25/2010	San Francisco Apartment Assoc PAC 265 Ivy St San Francisco CA 94102	☐ IND ☐ COM ☒ OTH ☐ PTY ☐ SCC		\$500.00	\$500.00	
10/25/2010	Derek L. Poliver 19 Redondo Street San Francisco CA 94124	☒ IND ☐ COM ☐ OTH ☐ PTY ☐ SCC	Managing Director Go2Strategy, LLC	\$50.00	\$100.00	
10/26/2010	Robert Valdez 14 Salt Spray Drive Laguna Niguel CA 92677	☒ IND ☐ COM ☐ OTH ☐ PTY ☐ SCC	Sales Caldwell Banker	\$200.00	\$200.00	
10/27/2010	James Rauben 2930 Lake Street San Francisco CA 94121	☒ IND ☐ COM ☐ OTH ☐ PTY ☐ SCC	Teacher SFUSD	\$250.00	\$250.00	

SUBTOTAL \$ \$1,500.00

*Contributor Codes
IND - Individual
COM - Resident Committee
OTH - Other (other than PTY or SCC)
PTY - Political Party, business entity
SCC - Small Contributor Committee

Schedule A (Continuation Sheet) Monetary Contributions Received

Type or print in ink.
Amounts may be rounded
to whole dollars.

SCHEDULE A (CONT)

Statement covers period from <u>10/17/2010</u> through <u>12/31/2010</u>	CALIFORNIA FORM 460
Page <u>10</u> of <u>47</u>	

NAME OF FILER Sheet for Supervisor 2010	DATE RECEIVED	FULL NAME, STREET ADDRESS AND ZIP CODE OF CONTRIBUTOR (IF COMMITTEE, ALSO ENTER ID NUMBER)	CONTRIBUTOR CODE *	IF AN INDIVIDUAL, ENTER OCCUPATION AND EMPLOYER (IF SELF-EMPLOYED, ENTER NAME OF BUSINESS)	AMOUNT RECEIVED THIS PERIOD	CUMULATIVE TO DATE CALENDAR YEAR (JAN. 1 - DEC. 31)	PER ELECTION TO DATE (IF REQUIRED)
	10/28/2010	Christopher Barney PO Box 938 Diablo CA 94528	☒ IND ☐ COM ☐ OTH ☐ PTY ☐ SCC	Realtor ECM Commercial Properties	\$500.00	\$500.00	
	10/28/2010	Eleanor Nason Ramsey 2355 Avalon Ave Berkeley CA 94705	☒ IND ☐ COM ☐ OTH ☐ PTY ☐ SCC	Professor Berkeley	\$500.00	\$500.00	
	10/28/2010	R. J. Frembath 13624 Pine Needles Dr Del Mar CA 92014	☒ IND ☐ COM ☐ OTH ☐ PTY ☐ SCC	Self Employed Self Employed	\$100.00	\$100.00	
	10/29/2010	Keith Baraka 467 Hoe Street San Francisco CA 94114	☒ IND ☐ COM ☐ OTH ☐ PTY ☐ SCC	Firefighter SFPD	\$50.00	\$100.00	
	10/29/2010	Darnell Grady 1390 Kenyon St NW #716 Washington DC 20010	☒ IND ☐ COM ☐ OTH ☐ PTY ☐ SCC	Self Employed Self Employed	\$400.00	\$400.00	

SUBTOTAL \$ \$1,550.00

*Contributor Codes
IND - Individual
COM - Political Committee
OTH - Other (e.g., business entity)
PTY - Political Party
SCC - Small Contributor Committee

Schedule A (Continuation Sheet)
Monetary Contributions Received

Types or print in ink.
 Amounts may be rounded
 to whole dollars.

SCHEDULE A (CONT.)
 CALIFORNIA
 FORM 460

Statement covers period

from 10/17/2010

through 12/31/2010

Page 11 of 47

NAME OF FILER
 Sweet for Supervisor 2010

DATE RECEIVED	FULL NAME, STREET ADDRESS AND ZIP CODE OF CONTRIBUTOR (IF COMMITTEE ALSO ENTER U.S. NUMBER)	CONTRIBUTOR CODE *	IF AN INDIVIDUAL, ENTER OCCUPATION AND EMPLOYER (IF SELF-EMPLOYED, ENTER NAME OF BUSINESS)	AMOUNT RECEIVED THIS PERIOD	CUMULATIVE TO DATE RECEIVED FOR (JAN. 1 - DEC. 31)	PER ELECTION TO DATE (IF REQUIRED)
10/29/2010	Edward Malallo 726 Vermont St San Francisco CA 94107	☒ IND ☐ COM ☐ OTH ☐ PTY ☐ SCC	Self Employed Self Employed	\$500.00	\$500.00	
10/30/2010	Brenda McConald 30 Ravenwood Drive San Francisco CA 94127	☒ IND ☐ COM ☐ OTH ☐ PTY ☐ SCC	General Contractor Self Employed	\$250.00	\$250.00	
10/30/2010	Cassandra Reed 1470 Adeline St Oakland CA 94607	☒ IND ☐ COM ☐ OTH ☐ PTY ☐ SCC	Sales United Airlines	\$100.00	\$100.00	
11/01/2010	Rodrigo Santos 2451 Harrison St San Francisco CA 94110	☒ IND ☐ COM ☐ OTH ☐ PTY ☐ SCC	Structural Engineer Santos Company	\$350.00	\$350.00	
11/01/2010	Virginia Santos 2451 Harrison St San Francisco CA 94110	☒ IND ☐ COM ☐ OTH ☐ PTY ☐ SCC	Home Maker Self Employed	\$400.00	\$400.00	

SUBTOTAL \$ \$1,600.00

* Contributor Codes
 IND - Individual
 COM - Recipient Committee
 OTH - Other (e.g., business entity)
 PTY - Political Party
 SCC - Small Contributor Committee

Schedule B - Part 1 Loans Received

Type or print in ink.
Amounts may be rounded
to whole dollars.

SCHEDULE B, PART 1
CALIFORNIA 460
FORM

Statement covers period
from 10/17/2010
through 12/31/2010

SEE INSTRUCTIONS ON REVERSE
NAME OF FILER
Sweet for Supervisor 2010

Page 12 of 47
L.D. NUMBER
1324331

FULL NAME, STREET ADDRESS AND ZIP CODE OF LENDER (IF COMMITTEE, ALSO ENTER L.D. NUMBER)	IF AN INDIVIDUAL, ENTER OCCUPATION AND EMPLOYER (IF SELF-EMPLOYED, ENTER NATURE OF BUSINESS)	OUTSTANDING BALANCE BEGINNING THIS PERIOD	(b) AMOUNT RECEIVED THIS PERIOD	(c) AMOUNT PAID OR FORGIVEN THIS PERIOD	(d) OUTSTANDING CLOSE OF THIS PERIOD	(e) INTEREST PAID THIS PERIOD	(f) ORIGINAL AMOUNT OF LOAN	(g) CALCULATIVE CONTRIBUTION TO DATE
Tynetta Sweet	Director	\$2,500.00	\$0.00	\$0.00	\$0.00	0.00 %	\$2,500.00	CALENDAR YEAR \$2,500.00 PER ELECTION** \$
25 Rebecca Lane San Francisco CA 94134	RAIT			\$2,500.00			02/01/2010	CALENDAR YEAR \$ PER ELECTION** \$
☒ IND ☐ COM ☐ OTH ☐ PTY ☐ SOC							DATE INCURRED	CALENDAR YEAR \$ PER ELECTION** \$
☐ IND ☐ COM ☐ OTH ☐ PTY ☐ SOC							DATE INCURRED	CALENDAR YEAR \$ PER ELECTION** \$
☐ IND ☐ COM ☐ OTH ☐ PTY ☐ SOC							DATE INCURRED	CALENDAR YEAR \$ PER ELECTION** \$

SUBTOTALS \$	\$0.00	\$2,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
(Enter on Schedule B Line 3)								

Schedule B Summary

- Loans received this period
(Total Column (b) plus unitemized loans of less than \$100.) \$ \$0.00
- Loans paid or forgiven this period
(Total Column (c) plus loans under \$100 paid or forgiven.) \$ \$2,500.00
(Include loans paid by a third party that are also itemized on Schedule A.)
- Net change this period. (Subtract Line 2 from Line 1.) NET \$ -\$2,500.00
(May be a negative number)

*Amounts forgiven or paid by another party also must be reported on Schedule A.
** If required.

Contributor Codes
IND - Individual
COM - Recipient Committee
OTH - Other than PTY or SCC
PTY - Political Party
SCC - Small Contributor Committee

Schedule E Payments Made

Type or print in ink.
Amounts may be rounded
to whole dollars.

SCHEDULEE
CALIFORNIA
FORM 460

Statement covers period
from 10/17/2010
through 12/31/2010

SEE INSTRUCTIONS ON REVERSE

NAME OF FILER

Sweet for Supervisor 2010

Page 13 of 47
ID. NUMBER
1324331

CODES: If one of the following codes accurately describes the payment, you may enter the code. Otherwise, describe the payment

QF campaign paraphernalia/misc.
CNS campaign consultants
CTB contribution (explain nonmonetary)*
CVC olive donation
FL candidate flight/billboard fees
FL fundraising events
ND independent expenditure supporting/opposing others (explain)*
LEG legal defense
LIT campaign literature and mailings

MEM member communications
MTG meetings and appearances
CFC office expenses
PET petition circulating
PHO phone banks
POL polling and survey research
POS postage, delivery and messenger services
POT professional services (legal, accounting)
PRI print ads

NAME AND ADDRESS OF PAYEE
(* IF COMMITTEE ALSO RECEIVED FUNDS)

Ashley Nicole Abram
1164 Church St
San Francisco CA 94114

DOGS PTING

251 BEODE ISLAND

San Francisco CA 94103

Justicia Garrett

954 Glizand St

San Francisco CA

CODE OR

SAL Calvassaz

TRC

SAL

DESCRIPTION OF PAYMENT

STAFF MEETING MEAL

AMOUNT PAID
\$75.00

\$19.00

\$75.00

* Payments that are contributions or independent expenditures must also be summarized on Schedule D.

SUBTOTAL \$

\$169.00

Schedule E Summary

- Itemized payments made this period. (Include all Schedule E subtotals.) \$ 40,235.50
- Unitemized payments made this period of under \$100 \$ 550.00
- Total interest paid this period on loans. (Enter amount from Schedule B, Part 1, Column (e).) \$ 0.00
- Total payments made this period. (Add Lines 1, 2, and 3. Enter here and on the Summary Page, Column A, Line 6.) TOTAL \$ 40,816.30

Type or print in Ink.
Amounts may be rounded
to whole dollars.

SCHEDULE E (CONT)

Statement covers period from 10/17/2010

LIFORNIA 460 FORM

SEE INSTRUCTIONS ON REVERSE
NAME OF FILER
Sweet for Supervisor 2010

through 12/31/2010

Page 14 of 47
ID. NUMBER
1324331

CODES: If one of the following codes accurately describes the payment, you may enter the code. Otherwise, describe the payment.

CMP	campaign paraphernalia/misc.	TAR	traveler communications	RAD	radio airline and production costs
CNS	campaign consultants	MED	media appearances	RET	returned contributions
CTB	contribution (explain)	OFI	office expenses	SAL	campaign workers' salaries
CNC	candidate contributions	PET	petition circulating	TVR	tv or cable airline and production costs
FIL	candidate filing/balot fees	PHO	phone banks	TRF	transfer between committees of the same candidate
FND	fundraising events	POL	polling and survey research	TSS	staff travel, lodging, and meals
IND	individual expenditure supporting/opposing others (explain)*	POS	postage, delivery and messenger services	TSE	staff telephone calls
LEG	legislative defense	PRO	professional services (legal, accounting)	VOT	voter registration
LIT	campaign literature and mailings	PRT	print ads	WGB	information technology costs (internet, e-mail)

NAME AND ADDRESS OF PAYEE (IF COMMITTEE ALSO ENTER ID. NUMBER)	CODE	OR	DESCRIPTION OF PAYMENT	AMOUNT PAID
Jessica Garrett 954 Girard St San Francisco CA	SAL	CANVAS		\$75.00
Irene Giampaoli 269 Bridgeview Dr San Francisco CA 94124	SAL	CANVAS		\$75.00
Tarik Logan 354 Peralta St San Francisco CA 94607	SAL	CANVAS		\$75.00
Tarik Logan 354 Peralta St San Francisco CA 94607	SAL	CANVAS		\$75.00
OFFICE DEPOT 33 Third Street San Francisco CA 94110	ORC	SUPPLIES		\$52.19

Payments that are contributions or independent expenditures must also be summarized on Schedule D.

SUBTOTAL \$	6350.10
-------------	---------

FPPC Form 460 (January/05)
FPPC Toll-Free Helpline: 866/ASK-FPPC (866/275-3772)

Schedule E (Continuation Sheet) Payments Made

Type or print in ink.
Amounts may be rounded
to whole dollars.

SCHEDULE E (CONT.)

Statement covers period
from 10/17/2010
through 12/31/2010

CALIFORNIA
Form 460

SEE INSTRUCTIONS ON REVERSE

NAME AND ADDRESS OF PAYEE
(IF COMMITTEE, ALSO ENTER ID. NUMBER)

Street for Supervisor 2010

Page 15 of 47
ID. NUMBER
1324332

CODES: If one of the following codes accurately describes the payment, you may enter the code. Otherwise, describe the payment.
CXP campaign paraphernalia/misc.
CNS campaign consultants
CTB contribution (explain, nonmonetary)*
CVC civic donations
FND candidate filing/ballot fees
FNE campaign events
FND independent expenditure supporting/opposing others (explain)*
LEG legal defense
LIT campaign literature and mailings

MEMBER communications
MKT meetings and appearances
ORG organizational costs
PBT petition circulating
PHO phone banks
POL polling and survey research
POS postage, delivery and messenger services
PRO professional services (legal, accounting)
PRI print ads

NAME AND ADDRESS OF PAYEE (IF COMMITTEE, ALSO ENTER ID. NUMBER)	CODE	OR	DESCRIPTION OF PAYMENT	AMOUNT PAID
Absanti Payne 1069 Palou Ave St. San Francisco CA	SAL		RAD radio airtime and production costs RPO returned contributions SAL campaign workers' salaries TRC TV or cable airtime and production costs TRC travel, lodging, and meals TRS telephone calls, postage, and meals TSF transfer between committees of the same candidate/sponsor VOT voter registration WEB information technology costs (internet, e-mail)	\$75.00
Ashanti Payne 1068 Palou Ave St. San Francisco CA	SAL			\$75.00
Kymberlee Pittman 269 Bridgeview Street San Francisco CA 94124	SAL			\$1,400.00
Antoinette Porter 954 Girard St San Francisco CA	SAL			\$75.00
Sabrina Porter 354 Yerlata St San Francisco CA 94607	SAL	Canvass		\$25.00

* Payments that are contributions or independent expenditures must also be summarized on Schedule D.

SUBTOTAL \$ \$1,650.00

FPPC Form 460 (January/06)
FPPC Toll-Free Helpline: (866)ASK-FPPC (866/275-3772)

Schedule E (Continuation Sheet) Payments Made

Type or print in ink.
Amounts may be rounded
to whole dollars.

SCHEDULE E (CONT.)

Statement covers period from <u>10/17/2010</u> through <u>12/31/2010</u>		CALIFORNIA FORM 460
Page <u>16</u> of <u>47</u>		
NAME OF FILER Sweet for Supervisor 2010		I.D. NUMBER 1374331

SEE INSTRUCTIONS ON REVERSE

CODES: If one of the following codes accurately describes the payment, you may enter the code. Otherwise, describe the payment.

CMP campaign paraphernalia/misc.
CNS campaign consultants
CTB contribution (explain nonmonetary)*
CVC civio donations
FND candidate filing/ballot fees
FND candidate events
FND independent expenditure supporting/opposing others (explain)*
LEG legal defense
LIT campaign literature and mailings

MBR member communications
MTG meetings and appearances
OPC office expenses
PET petition circulating
PHO phone banks
POL polling and survey research
POS postage, delivery and messenger services
PRO professional services (legal, accounting)
PRT print ads

RAD radio airtime and production costs
RAU raised contributions
SAL salary/wages and salaries
TEL telephone and production costs
TRC candidate travel, lodging, and meals
TRS staff/spouse travel, lodging, and meals
TSF transfer between committees of the same candidate/sponsor
VOT voter registration
WEB information technology costs (Internet, e-mail)

NAME AND ADDRESS OF PAYEE (IF COMMITTEE, ALSO ENTER I.D. NUMBER)	CODE	OR	DESCRIPTION OF PAYMENT	AMOUNT PAID
Sabrina Porter 354 Yeralta St San Francisco CA 94607	SAL	Carvass		\$25.00
Sabrina Porter 354 Yeralta St San Francisco CA 94607	SAL	Carvass		\$75.00
Premier Political Communications 4616 Fessenden St NW Washington DC 20016	POL			\$50.00
Fowler Richard 431 Francônia St San Francisco CA	SAL	Carvass		\$40.00
SAFEWAY 2300 16TH STREET SAN FRANCISCO CA 94110	OPC	Supplies		\$10.06

* Payments that are contributions or independent expenditures must also be summarized on Schedule D.

SUBTOTAL \$ 200.06

**Schedule E
(Continuation Sheet)
Payments Made**

Type or print in ink.
Amounts may be rounded
to whole dollars.

SCHEDULE E (CONT.)

Statement covers period

from 10/17/2010

through 12/31/2010

SEE INSTRUCTIONS ON REVERSE

NAME OF FILER

Sheet for Supervisor 2010

CALIFORNIA
FORM 460

Page 17 of 47

ID NUMBER

1324331

CODES: If one of the following codes accurately describes the payment, you may enter the code. Otherwise, describe the payment

COP campaign paraphernalia/misc.
CNS campaign consultants
CTB contribution (explain nonmonetary)*
CVC civic donations
FLC candidate filing/ballot fees
FUD fundraising events
HNG housing
LEG legal defense
LIT campaign literature and mailings

MRB member communications
MTG meetings and appearances
OFF office expenses
PET petitioning
PHO phone banks
POL polling and survey research
POS postage, delivery and messenger services
PRO professional services (legal, accounting)
PRI print ads

NAME AND ADDRESS OF PAYEE (IF COMMITTEE ALSO ENTER ID NUMBER)	CODE	OR	DESCRIPTION OF PAYMENT	AMOUNT PAID
Union Bank 640 Townsend St San Francisco CA 94103	OFC	Supplies	RAD radio airtime and production costs RFD returned contributions SAL campaign workers' salaries TEL t.v. or cable airtime and production costs TEL telephone bills TOL travel, lodging, and meals TOS staffers' out-of-pocket costs TSF transfer between committees of the same candidate/sponsor VOT voter registration WEB information technology costs (internet, e-mail)	\$20.00
Union Bank 640 Townsend St San Francisco CA 94103	OFC	CORRECTION CHECK FEE		\$2.00
Zonko Design 2565 Third St., Suite #324 San Francisco CA 94107	LIT			\$3,000.00
Ashley Nicole Abram 1164 Church St San Francisco CA 94114	SAL	Canvas		\$25.00
Ranika Abram 1164 Church St San Francisco CA 94114	SAL	Canvas		\$50.00

* Payments that are contributions or independent expenditures must also be summarized on Schedule D.

SUBTOTAL \$

\$3,097.00

FPPC Form 460 (January 06)

FPPC Toll-Free Helpline: 866/ASK-FPPC (866/275-3772)

Schedule E (Continuation Sheet) Payments Made

Type or print in ink.
Amounts may be rounded
to whole dollars.

SCHEDULEE (CONT)

Statement covers period
from 10/17/2010
through 12/31/2010



SEE INSTRUCTIONS ON REVERSE
NAME OF FILER
Sweet for Supervisor 2010

Page 18 of 47
ID NUMBER
1324331

CODES: If one of the following codes accurately describes the payment, you may enter the code. Otherwise, describe the payment

CMP campaign paraphernalia/misc.	MRB member communications	RAD radio airline and production costs
CNS campaign consultants	MTG meeting	RFD returned contributions
CBS contribution (explain nonmonetary)*	OTC office expenses	SAL salary
CVC civic donations	PET petition circulating	TAL telephone and production costs
PRD candidate filing/ballot fees	PHO phone banks	TRC candidate transportation and meals
PRF political events	POL polling and survey research	TRS staff/spouse travel, lodging and meals
IND independent expenditure supporting/opposing others (explain)*	POS postage, delivery and messenger services	TSE transfer between committees of the same candidate/sponsor
LEG legal defense	PRO professional services (legal, accounting)	VOT voter registration
LIT campaign literature and mailings	PKT print ads	WEB information technology costs (Internet, e-mail)

NAME AND ADDRESS OF PAYEE (IF COMMITTEE, ALSO ENTER ID NUMBER)	CODE	OR	DESCRIPTION OF PAYMENT	AMOUNT PAID
Darrius Abdul 158 Kishko RD San Francisco CA	SAL	Canvas		\$50.00
Lavonne Barnes 1875 Marcus Ct Hayward CA 94541	SAL	Office help		\$118.61
Jennifer Burns 2728 Asilomar Dr San Francisco CA	SAL	Canvas		\$100.00
CAMBRIDGE WORLD 131 STEVART S San Francisco CA 94105	OFC	Printer toner		\$56.93
Ramona Collie 169 Dabota St San Francisco CA	SAL	Canvas		\$50.00

* Payments that are contributions or independent expenditures must also be summarized on Schedule D.

SUBTOTAL \$ 375.54

Schedule E (Continuation Sheet) Payments Made

Type or print in ink.
Amounts may be rounded
to whole dollars.

SCHEDULE E (CONT'D)
CALIFORNIA
FORM 460

Statement covers period
from 10/17/2010
through 12/31/2010

SEE INSTRUCTIONS ON REVERSE
NAME OF FILER
Sweet for Supervisor 2010

Page 19 of 47
ID. NUMBER
1324331

CODER: If one of the following codes accurately describes the payment, you may enter the code. Otherwise, describe the payment.

QAP campaign paraphernalia/misc.	MTR member communications	RAD radio airtime and production costs
CNS campaign	MTG meetings and appearances	RFD returned contributions
CTB contribution (explain nonmonetary)*	OCF office expenses	SAL campaign workers' salaries
CVC civic donations	OCF office expenses	TEL tv or cable airtime and production costs
FL candidate filing/ballot fees	PRO phone bank	TRC candidate travel, lodging, and meals
FL fundraising events	PRO polling and survey research	TRF transfer between committees of the same candidate/sponsor
FL independent expenditure supporting/opposing others (explain)*	POS postage, delivery and messenger services	VOT voter registration
LEG legal defenses	PRO professional services (legal, accounting)	WEB information technology costs (internet, e-mail)
UT campaign literature and mailings	PRO print ads	

NAME AND ADDRESS OF PAYEE (IF COMMITTEE ALSO ENTER ID. NUMBER)	CODE	OR	DESCRIPTION OF PAYMENT	AMOUNT PAID
Donisha Copeland 575 Naples Ave San Francisco CA	SAL	Campaign		\$25.00
Donisha Copeland 575 Naples San Francisco CA	SAL	Campaign		\$25.00
Gailina Blomze 982 ELLSWORTH ST San Francisco CA 94124	SAL	Campaign		\$100.00
Shane Mayer 56 Syracuse St Apt A San Francisco CA 94110	SAL	Campaign Manager		\$2,500.00
Christopher McNulty 33 Castillo St San Francisco CA	SAL	Campaign		\$100.00

* Payments that are contributions or independent expenditures must also be summarized on Schedule D.

SUBTOTAL \$ \$2,750.00

PPPC Form 460 (January/05)
PPPC Toll-Free Helpline: 866/ASK-PPPC (866/275-3772)

**Schedule E
(Continuation Sheet)
Payments Made**

Type or print in ink.
Amounts may be rounded
to whole dollars.

SCHEDULE E (CONT)

STATEMENT OF CONTRIBUTIONS
CALIFORNIA
FORUM

Page 20 of 47

SEE INSTRUCTIONS ON REVERSE
NAME OF FILER
Sweet for Supervisor 2010

Statement covers period
from 10/17/2010
through 12/31/2010
ID NUMBER
1324331

CODES: If one of the following codes accurately describes the payment, you may enter the code. Otherwise, describe the payment
CPC campaign paraphernalia/misc.
CNS campaign consultants
CTB campaign treasurer
CVC civic donations
FL candidate filing/bailot fees
FND fundraising events
IND independent expenditure supporting/opposing others (explain)*
LEG legal defense
UT campaign literature and mailings

MER member communications
MTG meetings and appearances
OFC office expenses
PCN petition circulating
PCT public notice
PCL public letter
POS postage, delivery and messenger services
PRO professional services (legal, accounting)
PRT print ads

RAD radio airtime and production costs
RFD returned contributions
SAL campaign workers' salaries
TEL tv or cable airtime and production costs
TRC candidate travel, lodging, and meals
TRS candidate travel, lodging, and meals
TTR transfer between committees of the same candidate/sponsor
VOT voter registration
WEB information technology costs (Internet, e-mail)

NAME AND ADDRESS OF PAYEE (IF CONTRIBUTING ENTITY IS NUMBER)	CODE	OR	DESCRIPTION OF PAYMENT	AMOUNT PAID
Star Ptasauli 41 Vetchman Way San Francisco CA 94124	SAL	Canvass		\$25.00
Abraham Rodriguez 122 Ordway San Francisco CA 94124	SAL	Canvass		\$75.00
Happy Torrey 1032 Gorman Ave #A San Francisco CA	SAL	Canvass		\$100.00
Onyx Walker 4 Dublin St. San Francisco CA 94112	SAL	Office help		\$116.49
GOOGLE 1600 AMPHITHEATER WAY Mountain View CA 94043	LTR	Online advertising		\$200.00

* Payments that are contributions or independent expenditures must also be summarized on Schedule D.

SUBTOTAL \$

\$516.49

PPC Form 480 (January/05)
PPC TCI-Free HelpLine: 866/ASK-PPC (866/275-3775)

Schedule E (Continuation Sheet) Payments Made

Type or print in ink.
Amounts may be rounded
to whole dollars.

SCHEDULE E (CONT.)

Statement covers period

from 12/17/2010

through 12/31/2010

Page 21 of 47

LD NUMBER

1324331

CALIFORNIA
FORM 460

SEE INSTRUCTIONS ON REVERSE

NAME OF FILER Sweet for Supervisor 2010

CODES: If one of the following codes accurately describes the payment, you may enter the code. Otherwise, describe the payment.

CMP campaign paraphernalia/misc.
CNS campaign consultants
CON contribution (explain nonmonetary)*
CVC candidate volunteer
FL candidate flight/billboard fees
FND fundraising events
IND independent expenditure supporting/opposing others (explain)*
LEG legal defense
LIT campaign literature and mailings

MRB member communications
MTG meetings and appearances
OFC office expenses
PET petting zoo
PHO phone banks
POL polling and survey research
POS postage, delivery and messenger services
PRO professional services (legal, accounting)
PRT print ads

RAD radio airtime and production costs
RET returned contributions
SAL salary
TEL telephone and long distance
TV, or cable airtime and production costs
TRC candidate travel, lodging, and meals
TRS staff/spouse travel, lodging, and meals
TSF staff transfer between committees of the same candidate/sponsor
VOT voter registration
WEB information technology costs (internet, e-mail)

NAME AND ADDRESS OF PAYEE or COMMITTEE AND ELECTION NUMBER	CODE	OR	DESCRIPTION OF PAYMENT	AMOUNT PAID
Dennis Tunesey 65 Cashmere, CA San Francisco CA	SAL	Chavvas		\$75.00
Ernesto Molina 269 Bridgeview Dr San Francisco CA 94124	SAL	Chavvas		\$75.00
Happy Torrey 1032 Griman Ave #A San Francisco CA	SAL			\$25.00
Genina Moore 982 EULEWORTH ST San Francisco CA 94124	SAL			\$100.00
Dudria Smith 2424 Griffith San Francisco CA 94124	SAL			\$25.00
SUBTOTAL \$				\$300.00

* Payments that are contributions or independent expenditures must also be summarized on Schedule D.

FPPC Form 460 (January/06)
FPPC Toll-Free Helpline: 866/ASK-FPPC (866/275-3772)

**Schedule E
(Continuation Sheet)
Payments Made**

Type or print in ink.
Amounts may be rounded
to whole dollars.

SCHEDULEE (CONT)

Statement covers period from <u>10/17/2010</u> through <u>12/31/2010</u>	CALIFORNIA FORM 460
Page <u>22</u> of <u>47</u>	ID. NUMBER <u>1324331</u>

SEE INSTRUCTIONS ON REVERSE
NAME OF FILER
Sweet for Supervisor 2010

CODES: If one of the following codes accurately describes the payment, you may enter the code. Otherwise, describe the payment		NAME AND ADDRESS OF PAYEE (IF CONTRIBUTOR, USE STREET NUMBER)	CODE OR	DESCRIPTION OF PAYMENT	AMOUNT PAID
CNP	campaign paraphernalia/misc.	Deedria Smith			
CS	campaign consultants	2424 Griffith			
CTB	campaign treasurer	San Francisco CA 94124			\$11.32
CVC	civic donations (explain nonmonetary)*				
FIL	candidate filing/ballot fees	Verda Williams			
FND	fundraising events	17 Dukas Ct			
IND	independent expenditure supporting/opposing others (explain)*	San Francisco CA 94124			\$25.00
LEG	legal defense				
LIT	campaign literature and mailings	Jamess Brown			
		228 Webster St			
		San Francisco CA			\$75.00
		Jennifer Burns			
		2728 Ashland Dr			
		San Francisco CA			\$75.00
		Dezz Butler			
		101 Alabama St., Apt C			
		San Francisco CA			\$50.00
* Payments that are contributions or independent expenditures must also be summarized on Schedule D.					SUBTOTAL \$ \$236.92

Schedule E

Type or print in Ink.
Amounts may be rounded
to whole dollars.

SCHEDULE E (CONT.)

Statement covers period
from 10/17/2010
through 12/31/2010

CALIFORNIA 460 FORM

SEE INSTRUCTIONS ON REVERSE

NAME OF FILER
Sweet for November 2010

Page 23 of 47

1324331

CODES:	if one of the following codes accurately describes the payment, you may enter the code. Otherwise, describe the payment
QMP	campaign headquarters
QNS	campaign contributions
CTB	contribution (explain nonmonetary)*
CVC	civic donations
FL	candidate filing/bailot fees
ND	fundraising events
NO	nondependent expenditure
LEG	legislative expenses
UT	campaign literature and mailings
MER	member communications
MTG	meetings and appearances
PEX	office expenses
RET	retail
PHO	phone banks
POL	polling and survey research
POS	postage, delivery and messenger services
PRO	professional services (legal, accounting)
PRF	print ads
RAD	radio airtime and production costs
RET	returned contributions
SAL	campaign workers' salaries
TEL	tel. v. or cable airtime ad production costs
TSP	candidate travel, lodging, and meals
TST	transfer between committees of the same candidate/sponsor
VOT	voter registration
WEB	information technology costs (internet, e-mail)

NAME AND ADDRESS OF PAYEE (IF COMMITTEE, ALSO ENTER I.D. NUMBER)	CODE OR	DESCRIPTION OF PAYMENT	AMOUNT PAID

NAME	SAL	PERCENT PAID
Janilla Butler		
201 83-1		\$100.00

101 ALABAMA ST., Apt C
San Francisco CA

Donisha Cape, and			
-------------------	--	--	--

	SAL	.	\$125.00
575 Naples		.	

San Francisco CA

Lori Flynn	QAY.		
------------	------	--	--

20811 S. Amber Willow Trl.		\$700.00
----------------------------	--	----------

Cypress TX 77433

Cynthia Francisco		SAL
-------------------	--	-----

757 Sutter St #104	949.17
--------------------	--------

San Francisco CA 94109

NAME	SALE AMT
Rayshell Howard	\$34.00

San Francisco CA 94134
122 Ordway

10

* Payments that are contributions or independent expenditures must also be summarized on Schedule D.

Payments that are contributions or independent expenditures must also be summarized on Schedule D.

SUBTOTAL \$

\$1,419.17

FPPC Form 480 (January/05)
FPPC Toll-Free Helpline: 866/ASK-FPPC (866/275-3772)

Schedule E
(Continuation Sheet)
Payments Made

Type or print in ink.
Amounts may be rounded
to whole dollars.

SCHEDULE E (CONT)

Statement covers period



from 10/17/2010

through 12/31/2010

SEE INSTRUCTIONS ON REVERSE

NAME OF FILER

Sweet for Supervisor 2010

Page 24 of 47

L.D. NUMBER

13243331

CODES: If one of the following codes accurately describes the payment, you may enter the code. Otherwise, describe the payment

CMP campaign paraphernalia/misc.	MER member communications	RAO radio airtime and production costs
CNS campaign consultants*	MTG meetings and appearances	RET returned contributions
CVO contribution (explain nonmonetary)*	OPC office expenses	SAL salaries
CND contribution (explain nonmonetary)*	PEP petition circulating	TEL telephone charges
FIL candidate filing/petition fees	PHO phone banks	TRC candidate travel, lodging, and meals
FND fundraising events	POL polling and survey research	TRS staff/spouse travel, lodging, and meals
IND independent expenditure supporting/opposing others (explain)*	POS postage, delivery and messenger services	TSC transfer between committees of the same candidate/sponsor
LEG legal defense	PRO professional services (legal, accounting)	VOT voter registration
LIT campaign literature and mailings	PRT print ads	WEB information technology costs (internet, e-mail)

NAME AND ADDRESS OF PAYEE (IF COMMITTEE, ADD ENTER IN REMARKS)	CODE	OR	DESCRIPTION OF PAYMENT	AMOUNT PAID
Shana Mayer 56 Sycamore St Apt A San Francisco CA 94110	SAL			\$1,475.00
Shana Mayer 56 Sycamore St Apt A San Francisco CA 94110	SAL			\$34.27
Christopher McNulty 33 Castillo St San Francisco CA	SAL			\$75.00
Kimberly Pittman 269 Bridgeway Street San Francisco CA 94124	SAL			\$1,750.00
Premier Political Communications 4016 Fessenden St NW Washington DC 20016	PRO	Robo calls		\$250.00

* Payments that are contributions or independent expenditures must also be summarized on Schedule D.

SUBTOTAL \$

\$3,584.27

FFPC Form 460 (January/05)

FFPC Toll-Free Helpline: 866/ASK-FFPC (866/276-3772)

Schedule E (Continuation Sheet) Payments Made

Type or print in ink.
Amounts may be rounded
to whole dollars.

SCHEDULE E (CONT)

Statement covers period

from 10/17/2010

through 12/31/2010

Page 25 of 47

CALIFORNIA
FORM 460

SEE INSTRUCTIONS ON REVERSE

NAME OF FILER

Shirley Lee Supervisor 2010

ID NUMBER
1324331

CODES: If one of the following codes accurately describes the payment, you may enter the code. Otherwise, describe the payment.

CXP campaign paraphernalia/misc
CNS campaign consultants
CTB contribution (explain nonmonetary)*
CVC civic donations
FND candidate fundraiser fees
FND candidate fundraising event
LEG independent expenditure supporting/opposing others (explain)*
LIT campaign literature and mailings

MEMBER communications
MGR meetings and appearances
OFC office
PET petition circulating
PHO phone banks
POL polling and survey research
POS postage, delivery and messenger services
PRO professional services (legal, accounting)
PRI print ads

RAD radio airtime and production costs
RFD returned contributions
SAL salaries
TSF transfer between committees of the same candidate/sponsor
VOT voter registration
WEB information technology costs (internet, e-mail)

NAME AND ADDRESS OF PAYEE (IF COMMITTEE ALSO ENTER ID NUMBER)	CODE OR	DESCRIPTION OF PAYMENT	AMOUNT PAID
Star Puall	SAL		\$125.00
41 Watchman Way San Francisco CA			
Santacruz Zahon 1429 Thomas Ave San Francisco, CA 94124	SAL		\$100.00
Omnyx Walker 4 Dublin St. San Francisco CA 94112	SAL		\$175.00
Ashley Nicole Abram 1164 Church St San Francisco CA 94114	SAL		\$75.00
Kenita Abram 1166 Church St San Francisco CA 94114	SAL		\$125.00

* Payments that are contributions or independent expenditures must also be summarized on Schedule D.

SUBTOTAL \$ \$600.00

FPPC Form 460 (January/05)

FPPC Toll-Free Helpline: 866/ASK-FPPC (866/275-3772)

Schedule E (Continuation Sheet) Payments Made

Type or print in ink.
Amounts may be rounded
to whole dollars.

SCHEDULE E (CONT)

Statement covers period

from 10/11/2010

through 12/31/2010

CALIFORNIA
FORM 460

Page 26 of 47

I.D. NUMBER
1324331

SEE INSTRUCTIONS ON REVERSE

NAME OF FILER

Secret for Supervisor 2010

CODES: If one of the following codes accurately describes the payment, you may enter the code. Otherwise, describe the payment

CNP	campaign paraphernalia/misc.	MEM	member communications	RAD	radio airtime and production costs
CNS	campaign consultants	MRG	meetings and appearances	RFD	returned contributions
CTB	contribution (explain nonmonetary)*	OST	other services	SAL	campaign workers' salaries
CVC	civic donations	PBT	political consulting	TEL	tv or cable airtime and production costs
FLC	candidate filing/ballot fees	PHO	phone banks	TRF	travel, lodging, and meals
ND	fundraising events	POL	polling and survey research	TRS	staff salaries, wages, and meals
NO	nondependent expenditure supporting/opposing others (explain)*	POS	postage, delivery and messenger services	TSE	transfer between committees of the same candidate/sponsor
LEG	legislative	PRO	professional services (legal, accounting)	VOT	voter registration
LT	campaign literature and mailings	PRC	print ads	WEB	information technology costs (internet, e-mail)

NAME AND ADDRESS OF PAYEE (IF COMMITTEE ALSO ENTER ID. NUMBER)	CODE	OR	DESCRIPTION OF PAYMENT	AMOUNT PAID
FRIISCO FRIED	END			\$123.66
5176 3RD ST San Francisco CA 94124				
Shane Mayer	SAL			\$225.00
56 Sycamore St Apt A San Francisco CA 94110				
NATIONAL DOLLAR STORE	OFC			\$18.62
2100 MISSION SAN FRANCISCO CA 94110				
OFFICE DEPOT	OFC			\$29.49
33 Third Street San Francisco CA 94110				
OFFICE MAX	OFC			\$45.70
1750 HARRISON ST San Francisco CA 94103				

* Payments that are contributions or independent expenditures must also be summarized on Schedule D.

SUBTOTAL \$

\$442.47

PPC Form 460 (January/05)

PPC Toll-Free Helpline: 866/ASK-PPC (866/275-3772)

Schedule E (Continuation Sheet) Payments Made

Type or print in ink.
Amounts may be rounded
to whole dollars.

SCHEDULEE (CONT)

Statement covers period
from 10/17/2010
through 12/31/2010

CALIFORNIA
FORM 460

SEE INSTRUCTIONS ON REVERSE
NAME OF FILER
Sweet Soc. Supervisor 2010

Page 27 of 47
ID. NUMBER
1324331

CODES: if one of the following codes accurately describes the payment, you may enter the code. Otherwise, describe the payment.
CAP campaign paraphernalia/misc.
CNS campaign contributions
CTB contribution (explain nonmonetary)*
CVC civic donations
FIL candidate filing/ballot fees
FND fundraising events
IND independent expenditure supporting/opposing others (explain)*
LEG legal defense
LIT campaign literature and mailings

MER member communications
MTG meetings and appearances
ORC office expenses
PDC petition circulating
PRO polling and survey research
POS postage, delivery and messenger services
PRO professional services (legal, accounting)
PRT print ads
RAD radio airtime and production costs
RFD returned contributions
SAL campaign workers' salaries
TEL tv, or cable airtime and production costs
TTC candidate travel, lodging, and meals
TSE travel expenses between committees of the same candidate/sponsor
VOT voter information costs (internet, e-mail)
WEB web information technology costs (internet, e-mail)

NAME AND ADDRESS OF PAYER (IF COMMITTEE, ALSO ENTER ID. NUMBER)	CODE	OR	DESCRIPTION OF PAYMENT	AMOUNT PAID
Kymberlee Zittman 269 Bridgeview Street San Francisco CA 94124	SAL			\$100.00
SAFEWAY 2300 16TH STREET SAN FRANCISCO CA 94110	OPC			\$3.95
SAFEWAY 2300 16TH STREET SAN FRANCISCO CA 94110	OPC			\$11.91
TARGET 133 SERRAMONTE Daily City CA 94015	OPC			\$100.25
Happy Kozzay 1012 Grinan Ave #A San Francisco CA	SAL			\$125.00

* Payments that are contributions or independent expenditures must also be summarized on Schedule D.

SUBTOTAL \$ \$341.11

PPC Form 460 (January/06)
PPC Toll-Free Helpline: 866/ASK-PPPC (866/276-3772)

Schedule E (Continuation Sheet) Payments Made

Type or print in ink.
Amounts may be rounded
to whole dollars.

SCHEDULE E (CONT)

Statement covers period from <u>10/17/2010</u> through <u>12/31/2010</u>	CALIFORNIA FORM 460
Page <u>28</u> of <u>47</u>	ID. NUMBER 1324331

SEE INSTRUCTIONS ON REVERSE
NAME OF FILER
Sweet for Supervisor 2010

CODES: If one of the following codes accurately describes the payment, you may enter the code. Otherwise, describe the payment			
QCP campaign paraphernalia/misc.	MEM member communications	RAD radio editing and production costs	
CNS campaign consultants	MTG meetings and appearances	REP returned contributions	
CRB contribution (explain nonmonetary)*	OFC office expenses	SAL campaign workers' salaries	
CVS cvs contributions	PEI petition circulating	TEL tv or cable airtime and production costs	
ENC envelopes	PHO phone banks	TRC candidate travel, lodging, and meals	
FIN fundraising	POL polling and survey research	TRS staff/pouse travel, lodging, and meals	
FNO fund-raising	POS postage, delivery and messenger services	TSF transfer between committees of the same candidate/sponsor	
NO independent expenditure supporting/opposing others (explain)*	PRO professional services (legal, accounting)	VOI voter registration	
LEG legal defense	PRT print ads	WEB information technology costs (internet, e-mail)	
LIT campaign literature and mailings			
NAME AND ADDRESS OF PAYEE (IF COMMITTEE ADDRESS IS A NUMBER)	CODE	OR	DESCRIPTION OF PAYMENT
WALGREEN			
1979 MISSION	OFC		
San Francisco CA 94103			\$19.04
WALGREEN			
1979 MISSION	OFC		
San Francisco CA 94103			\$39.71
Darrins Anoxi			
158 Kishko RD	SAL		
San Francisco CA			\$75.00
Darrins Anoxi			
158 Kishko RD	SAL		
San Francisco CA			\$80.00
LAVONNE BARGAS			
1875 Marcus Ct	SAL		
Hayward CA 94541			\$50.00

* Payments that are contributions or independent expenditures must also be summarized on Schedule D.

SUBTOTAL \$ 233.75
FPPC Form 460 (January/05)
FPPC Toll-Free Helpline: 866/ASK-FPPC (866/275-3774)

Schedule E (Continuation Sheet) Payments Made

Type or print in ink.
Amounts may be rounded
to whole dollars.

SCHEDULE E (CONT)

Statement covers period

from 10/17/2010

through 12/31/2010

CALIFORNIA
FORM 460

Page 29 of 47

SEE INSTRUCTIONS ON REVERSE

NAME OF CANDIDATE

Street for Supervisor 2010

ID NUMBER
1324331

CODES: If one of the following codes accurately describes the payment, you may enter the code. Otherwise, describe the payment

OP campaign paraphernalia/misc.
CNS campaign consultants
CTB contribution (explain nonmonetary)*
CVC civic donations
FND fundraising events
IND independent expenditure supporting/opposing others (explain)*
LEG legal defense
UT campaign literature and mailings

MBR member communications
MTC meetings and appearances
MTC office expenses
PET petition circulating
PHO phone banks
POL polling and survey research
POS postage, delivery and messenger services
PRO professional services (legal, accounting)
PRF print ads

RAD radio airtime and production costs
RFD returned contributions
SAL salaries and production costs
TEL telephone calls and production costs
TRC candidate travel, lodging, and meals
TRS staff/spouse travel, lodging, and meals
TSF transfer between committees of the same candidate/sponsor
VOT voter registration
WEB information technology costs (internet, e-mail)

NAME AND ADDRESS OF PAYEE (IF COMMITTEE, ALSO ENTER ID NUMBER)	CODE	OR	DESCRIPTION OF PAYMENT	AMOUNT PAID
Clinton Bogan 2424 Giffith San Francisco CA 94124	SAL			\$25.00
Clementia Cardoza 785 Burows St San Francisco CA 94134	SAL			\$100.00
CORFWORLD 2001 3RD ST San Francisco CA 94124	TRS			\$163.15
DOS PINAS 251 RHODE ISLAND San Francisco CA 94103	TRS			\$37.83
Genius Winore 982 BILSWORTH ST San Francisco CA 94124	SAL			\$75.00

* Payments that are contributions or independent expenditures must also be summarized on Schedule D.

SUBTOTAL \$

\$400.98

FPPC Form 460 (January 05)

FPPC Toll-Free Helpline: 866/ASK-FPPC (866/275-3772)

**Schedule E
(Continuation Sheet)
Payments Made**

Type or print in ink.
Amounts may be rounded
to whole dollars.

SCHEDULE E (CONT)

Statement covers period from <u>16/17/2010</u> through <u>12/31/2010</u>		CALIFORNIA FORM 460
Page <u>30</u> of <u>47</u>		
NAME OF FILER Sweet for Supervisor 2010		ID. NUMBER 1324331

CODES: If one of the following codes accurately describes the payment, you may enter the code. Otherwise, describe the payment.			
CAP	campaign paraphernalia/misc.	MBR	member communications
CNS	campaign news	MTG	meetings and appearances
CTB	contribution (explain nonmonetary)*	QFC	office expenses
CVC	civic donations	PCT	petition circulating
FIL	candidate filing/ballot fees	PHO	phone bills
FND	fundraising events	POI	polling agency research
IND	independent expenditure supporting/opposing others (explain)*	POS	postage, delivery and shipping
LEG	legal defense	PRO	professional services (legal, accounting)
LIT	campaign literature and mailings	PRT	print ads
NAME AND ADDRESS OF PAYEE (IF COMMITTEE, ALSO ENTER ID. NUMBER)	CODE	OR	DESCRIPTION OF PAYMENT
Ashanti Zeyne 1068 Palou Ave St. San Francisco CA	SAL		RAD radio airtime and production costs RFD returned contributions SAL campaign workers' salaries TEL t.v. or cable airtime and production costs TRC candidate travel, lodging, and meals TRS staff/spouse travel, lodging, and meals TFR transfer between committees of the same candidate/sponsor VOT voter registration WEB information technology costs (internet, e-mail)
Deidra Smith 2424 Griffith San Francisco CA 94124	SAL		
Verda Williams 17 DuKes Ct San Francisco CA 94124	SAL		
Herb Alston 1599 Revere San Francisco CA 94124	OPC	Rent	
AMT 208 S Bhard Street #110 Dallas TX 75202	OPC		

SUBTOTAL \$	\$1,090.00
* Payments that are contributions or independent expenditures must also be summarized on Schedule D.	
FPPC Form 460 (January 09) FPPC Toll-Free Helpline: 866/ASK-FPPC (866/275-3774)	

Schedule E (Continuation Sheet) Payments Made

Type or print in ink.
Amounts may be rounded
to whole dollars.

SCHEDULE E (CONT)

Statement covers period
from 10/27/2010
through 12/31/2010

CALIFORNIA
FORM 460

SEE INSTRUCTIONS ON REVERSE
NAME OF FILER
Sweet for Supervisor 2010

Page 31 of 47
I.D. NUMBER
1324331

CODES: If one of the following codes accurately describes the payment, you may enter the code. Otherwise, describe the payment.
CNP campaign paraphernalia/misc.
CNS campaign consultants
CTB contribution (explain nonmonetary)*
CVC civic donations
FIL candidate filing/bailot fees
FND fundraising events
ND independent expenditure supporting others (explain)*
LEO legal defense
LIT campaign literature and mailings

MER member communications
MTG meetings and appearances
CFC office expenses
PDC public circulation
PCO political consulting
POL polling and survey research
POS postage, delivery and messenger services
PRO professional services (legal, accounting)
PRT print ads

NAME AND ADDRESS OF PAYEE (IF COMMITTEE, ALSO ENTER I.D. NUMBER)	CODE	OR	DESCRIPTION OF PAYMENT	AMOUNT PAID
Jennifer Burns 2728 Asilomar Dr San Francisco CA	SAL			\$37.50
Christopher McNulty 33 Castillo St San Francisco CA	SAL			\$37.50
Fallcia Moore 3173 Monterey Blvd Oakland CA 94602	SAL			\$125.00
Premier Political Communications 4616 Pescadero St NW Washington DC 20016	PMT	Robo calls		\$148.32
Star Puall 41 Watchman Way San Francisco CA	SAL			\$50.00

* Payments that are contributions or independent expenditures must also be summarized on Schedule D.

SUBTOTAL \$ \$396.32

FPPC Form 460 (January/06)
FPPC Toll-Free Helpline: 866/ASK-FPPC (866/275-3772)

Schedule E (Continuation Sheet) Payments Made

Type or print in ink.
Amounts may be rounded
to whole dollars.

SCHEDULE E (CONT.)

Statement covers period
from 10/17/2010
through 12/31/2010

CALIFORNIA
FORM 460

SEE INSTRUCTIONS ON REVERSE

NAME OF FILER

Street for Supervisor 2010

Page 32 of 47

ID NUMBER

1324331

CODES: If one of the following codes accurately describes the payment, you may enter the code. Otherwise, describe the payment

CMP campaign paraphernalia/mis.	MRG	radio airtime and production costs
CNS campaign consultants	RTD	returned contributions
CTB contribution (explain nonmonetary)*	SCU	campaign workers' salaries
CVC civic donations	TEL	tv or cable advertising production costs
FND fundraising events	TRC	candidate travel, lodging and meals
FNO candidate filing/ballot fees	TRS	staff/spouse travel, lodging, and meals
NO independent expenditure supporting/opposing others (explain)*	TSG	transfer between committees of the same candidate/sponsor
LEG legal defense	VOT	voter registration
LIT campaign literature and mailings	WEB	information technology costs (internet, e-mail)

NAME AND ADDRESS OF PAYEE (IF COMMITTEE, ALSO ENTER ID NUMBER)	CODE	OR	DESCRIPTION OF PAYMENT	AMOUNT PAID
Dedria Smith 2424 Griffith San Francisco CA 94124	SAL			\$25.00
Sun Reporter 1791 Bancroft Avenue San Francisco CA 94124	PGE			\$2,000.00
Juneese Brown 228 Webster St San Francisco CA	SAL			\$50.00
Jamilla Butler 101 Alabama St. Apt C San Francisco CA	SAL			\$50.00
Gracina Elmore 982 KILSWORTH ST San Francisco CA 94124	SAL			\$75.00

* Payments that are contributions or independent expenditures must also be summarized on Schedule D.

SUBTOTAL \$

\$2,200.00

Schedule E (Continuation Sheet) Payments Made

Type or print in ink
Amounts may be rounded
to whole dollars.

SCHEDULE E (CONT)
CALIFORNIA
FORM 460

Statement covers period
from 10/17/2010
through 12/31/2010

SEE INSTRUCTIONS ON REVERSE
NAME OF FILER
Sweet for Supervisor 2010

Page 33 of 47
ID NUMBER
1324331

CODES: If one of the following codes accurately describes the payment, you may enter the code. Otherwise, describe the payment

CPE campaign paraphernalia/misc.
CNS campaign contributions
CTB contribution (explain nonmonetary)*
CVC civic donations
FIL candidate filing/ballot fees
FND fundraising events
FNO independent expenditure supporting/opposing others (explain)*
LEG legal defense
LIT campaign literature and mailings

RAD radio airtime and production costs
RFD returned contributions
SAL campaign workers' salaries
TEL tv or cable airtime and production costs
TRC candidate travel, lodging, and meals
TSS staff/transportation travel, lodging, and meals
TSS transfer between committees of the same candidate/sponsor
VOT voter information center
WEB web information technology costs (internet, e-mail)

NAME AND ADDRESS OF PAYEE
(IF COMMITTEE, ALSO ENTER ID NUMBER)

CODE OR

DESCRIPTION OF PAYMENT

Lorraine Mata

223 Palon

San Francisco CA 94124

SAL

AMOUNT PAID
\$75.00

Lorraine Mata

223 Palon

San Francisco CA 94124

SAL

AMOUNT PAID
\$75.00

Lorraine Mata

223 Palon

San Francisco CA 94124

SAL

AMOUNT PAID
\$50.00

St Party Supply

939 POST

San Francisco CA 94110

RND

AMOUNT PAID
\$114.32

Onyx Walker

4 Dublin St.

San Francisco CA 94112

SAL

AMOUNT PAID
\$75.00

* Payments that are contributions or independent expenditures must also be summarized on Schedule D.

SUBTOTAL \$

\$389.32

FPPC Form 460 (January/06)
FPPC Toll-Free Helpline: 866/ASK-FPPC (866/275-3772)

Schedule E (Continuation Sheet) Payments Made

Type or print in ink.
Amounts may be rounded
to whole dollars.

SCHEDULE E (CONT.)
CALIFORNIA
FORM 460

Statement covers period

from 10/17/2010

through 12/31/2010

Page 34 of 47

ID. NUMBER

1324331

SEE INSTRUCTIONS ON REVERSE.

NAME OF FILER

Sheet for Supervisor 2010

CODES: If one of the following codes accurately describes the payment, you may enter the code. Otherwise, describe the payment.

CMP campaign pamphlet/rts.	MRT member communications	RAD radio airtime and production costs
CNS campaign consultant	MTD meetings and appearances	RFD returned contributions
CTB contribution (explain nonmonetary)*	OTC office expenses	SAL campaign workers' salaries
CVC civic donations	PEP phone expenses	TBL tv or cable airtime and production costs
FL candidate filing/ballot fees	PRO phone bank	TRE candidate travel, lodging, and meals
RNO fundraising events	POL polling and survey research	TRF transfer to other committees or the same candidate/sponsor
IND independent expenditure supporting/opposing others (explain)*	POS postage, delivery and messenger services	TSF transfer behavior
USG legal defense	PRO professional services (legal, accounting)	VOT voter registration
LIT campaign literature and mailings	PRT print ads	WEB information technology costs (Internet, e-mail)

NAME AND ADDRESS OF PAYEE IF COMMITTEE, ALSO ENTER ID. NUMBER	CODE OR	DESCRIPTION OF PAYMENT	AMOUNT PAID
Renita Abram 1164 Church St. San Francisco CA 94114	SAL		\$125.00
Renita Abram 1164 Church St. San Francisco CA 94114	SAL		\$50.00
Barrias Anael 158 Kishko RD San Francisco CA	SAL		\$150.00
Darr Butler 101 Alabama St. Apt C San Francisco CA	SAL		\$100.00
Jamilla Butler 101 Alabama St. Apt C San Francisco CA	SAL		\$100.00
* Payments that are contributions or independent expenditures must also be summarized on Schedule D.			
SUBTOTAL \$			\$525.00

Schedule E (Continuation Sheet) Payments Made

Type or print in ink.
Amounts may be rounded
to whole dollars.

SCHEDULE E (CONT.)

Statement covers period
from 10/17/2010
through 12/31/2010

Page 35 of 47

CALIFORNIA FORM 460

ID. NUMBER
1324331

SEE INSTRUCTIONS ON REVERSE
NAME OF FILER
Sweet for Supervisor 2010

CODES: If one of the following codes accurately describes the payment, you may enter the code. Otherwise, describe the payment			
NAME AND ADDRESS OF PAYEE (IF COMMERCIAL, ALSO ENTER ID. NUMBER)	CODE	OR	DESCRIPTION OF PAYMENT
OF campaign paraphernalia/misc. CNS campaign consultants CRB contribution (explain nonmonetary)* FC office furniture FL fundraising FND fundraising IND independent expenditure supporting/opposing others (explain)* LEG legal defense LIT campaign literature and mailings			RAO radio airtime and production costs RAU returned contributions SAL salaries TEL tv, or cable airtime and production costs TRC candidate travel, lodging, and meals TRS staff/spouse travel, lodging, and meals TSF transfer between committees of the same candidate/sponsor VOT voter registration WEB information technology costs (internet, e-mail)
AHILI Fruitwala 1435 Thomas Ave San Francisco CA 94124	SAL		\$1,200.00
Christopher McNulty 33 Castillo St San Francisco CA	SAL		\$75.00
Christopher McNulty 33 Castillo St San Francisco CA	SAL		\$50.00
Star Puall 41 Watson Way San Francisco CA	SAL		\$75.00
Maria Ruiz 1801 Palou San Francisco CA 94124	SAL		\$100.00

* Payments that are contributions or independent expenditures must also be summarized on Schedule D.

SUBTOTAL \$ \$1,500.00

PPIC Form 460 (January/05)
PPIC Toll-Free Helpline: 866/ASK-PPIC (866/275-3772)

Schedule E

(Continuation Sheet)
Payments Made

Type or print in ink.
Amounts may be rounded
to whole dollars.

SCHEDULE E (CONT.)

Statement covers period from <u>10/21/2010</u> through <u>12/31/2010</u>	CALIFORNIA FORM 460
Page <u>36</u> of <u>47</u>	ID NUMBER <u>1324331</u>

SEE INSTRUCTIONS ON REVERSE

NAME OF FILER _____
Sweet for Supervisor 2010

CODES: If one of the following:

	CODES:	One of the following codes accurately describes the payment, you may enter the code. Otherwise, describe the payment
CMP	campaign paraphernalia/misc.	RAD radio ads and production costs
CNS	campaign consultants	RET returned contributions
COTB	contribution (explain nonmonetary)*	SAL campaign workers' salaries
CFC	civic contributions	TCC travel, lodging and production costs
PET	pete donations	TRC candidate travel, lodging, and meals
FND	fundraising events	TSF transfer between committees of the same candidate/sponsor
IND	independent expenditure supporting/opposing others (explain)**	VOT voter registration
LDF	legal defense	WEB information technology costs (Internet, e-mail)
LEG	legislative	
LIT	campaign literature and mailings	

NAME AND ADDRESS OF PAYEE (IF COMMITTEE ALSO INTERESTED, NUMBER)	CODE	OR	DESCRIPTION OF PAYMENT	AMOUNT PAID
Happy Torrey 1032 Griman Ave #A San Francisco CA	SAL			\$125.00
Happy Torrey 1032 Griman Ave #A San Francisco CA	SAL			\$25.00
USPS 1400 PINE ST San Francisco CA 94103	ORG			\$7.92
Zonic Design 2555 Third St. Suite #324 San Francisco CA 94107	LIT		Direct Mail	\$3,515.86
Ashley Nicole Abram, 1164 Church St San Francisco CA 94114	SAL			\$125.00

Payments that are contributions or independent expenditures must also be summarized on Schedule D.	
SUBTOTAL \$	\$3,799.78
FPPC Form 460 (January/05) FPPC Toll-Free Helpline: 866/AS4-FPPC (866/276-3772)	

Schedule E (Continuation Sheet) Payments Made

Type or print in ink.
Amounts may be rounded
to whole dollars.

SCHEDULE E (CONT.)
CALIFORNIA
FORM 460

Statement covers period
from 10/17/2010
through 12/31/2010

SEE INSTRUCTIONS ON REVERSE
NAME OF FILER
Sweet For Supervisor 2010

Page 37 of 47
ID NUMBER
1324331

CODES: If one of the following codes accurately describes the payment, you may enter the code. Otherwise, describe the payment.
CMP campaign campaign/maintenance.
CNS campaign consultant.
CTB contribution (explain nonmonetary)*
CVC civic contributions
FLR candidate filing/ballot fees
FND fundraising events
FND independent expenditure supporting/opposing others (explain)*
LEG campaign literature and mailings
LIT

MEM member communications
MTG meetings and appearances
OFF office expenses
CPC phone calls including
PHO phone bank
POL polling and survey research
POS postage, delivery and messenger services
PRO professional services (legal, accounting)
PRT print ads

RAD radio airtime and production costs
RFD returned contributions
SAL campaign workers' salaries
TEL tv, or cable airtime and production costs
TRC candidate travel, lodging, and meals
TRP transportation, travel, lodging, and meals
TSF travel expenses of the same candidate/sponsor
VOT voter registration
WEB information technology costs (internet, e-mail)

NAME AND ADDRESS OF PAYEE (IF COMMITTEE, ALSO ENTER ID NUMBER)	CODE OR	DESCRIPTION OF PAYMENT	AMOUNT PAID
Alhambra Water 6750 Discovery Blvd Hawthorne CA 90226 Authorize.net	ORG		\$54.04
808 East Utah Valley Drive American Fork UT 84003	WEB		\$80.74
Lavonne Barnes 1875 Marcus Ct Bayview CA 94541	SAL		\$400.00
DOS YINAS 251 RHODES ISLAND San Francisco CA 94103	TRF		\$27.10
FINISCO FRIED 5176 3RD ST San Francisco CA 94124	FND		\$200.00

* Payments that are contributions of independent expenditures must also be summarized on Schedule D.

SUBTOTAL \$ 761.88
FPPC Form 460 (January 05)
FPPC Toll-Free Helpline: 866/ASK-FPPC (866/275-3772)

Schedule E (Continuation Sheet) Payments Made

Type or print in ink
Amounts may be rounded
to whole dollars.

SCHEDULE E (CONT)

Statement covers period from <u>10/17/2010</u> through <u>12/31/2010</u>		CALIFORNIA FORM 460
Page <u>38</u> of <u>47</u>		
NAME OF FILER Sweet for Supervisor 2010		LO-NUMBER 1324331

SEE INSTRUCTIONS ON REVERSE

CODES: If one of the following codes accurately describes the payment, you may enter the code. Otherwise, describe the payment.

CNP campaign paraphernalia/misc.	MGR member communications	RAO radio airtime and production costs
CNS campaign consultants	MTG meetings and appearances	REL related expenses
CYC contribution (explain nonmonetary)*	OFC office expenses	SAL campaign workers' salaries
CYC contributions	PEI petition circulating	TEL tv or cable airtime and production costs
FLV fundraising events	PHO phone banks	TRC candidate travel, lodging, and meals
FND fundraising events	POL polling and survey research	TRS staff/pouse travel, lodging, and meals
NO independent expenditure supporting/opposing others (explain)*	POS postage, delivery and messenger services	TSE transfer between committees of the same candidate/sponsor
LEG legal defense	PRO professional services (legal, accounting)	VOT voter registration
LIT campaign literature and mailings	PRI print ads	WEB information technology costs (internet, e-mail)

NAME AND ADDRESS OF PAYEE (If Committee And Entity, Name)	CODE OR	DESCRIPTION OF PAYMENT	AMOUNT PAID
Lorraine Vata 223 Palou San Francisco CA 94124	SAL		\$25.00
Thomas Mayfield 1501 Wendell San Francisco CA 94124	SAL		\$2,100.00
Felicia Moore 3173 Monterey Blvd Oakland CA 94602	SAL		\$75.00
NATIONAL DOLLAR STORE 2100 MISSION SAN FRANCISCO CA 94110	OFC		\$37.23
Ashanti Payne 1068 Palou Ave St. San Francisco CA	SAL		\$25.00

* Payments that are contributions or independent expenditures must also be summarized on Schedule D.

SUBTOTAL \$	\$2,462.23
-------------	------------

FPPC Form 460 (January/05)
FPPC Toll-Free Helpline: 866/ASK-FPPC (866/278-3772)

Schedule E (Continuation Sheet) Payments Made

Type or print in ink.
Amounts may be rounded
to whole dollars.

SCHEDULE E (CONT.)
CALIFORNIA
FORM 460

Statement covers period
from 10/17/2010
through 12/31/2010

SEE INSTRUCTIONS ON REVERSE
NAME OF FILER
Supt for Supervisor 2010

Page 39 of 47
LO NUMBER
1324331

CODES: If one of the following codes accurately describes the payment, you may enter the code. Otherwise, describe the payment.
CPR campaign paraphernalia/misc.
CNS campaign contributions
CTB contribution (explain nonmonetary)*
CVC olive donations
FL candidate filing/bailot fees
FL fundraising events
IND independent expenditure supporting/opposing others (explain)*
LGL legal defense
LIT campaign literature and mailings

MEM member communications
MTG meetings and appearances
OFF office expenses
PET petition circulating
PHN phone banks
POL political survey/research
POS postage/delivery
PRO professional services (legal, accounting)
PRT print ads

RAD radio airtime and production costs
RFD returned contributions
SAL campaign workers' salaries
TEL tv or cable airtime and production costs
TRC candidate travel, lodging, and meals
TRS staff/spouse travel, lodging, and meals
TRF transfer between committees of the same candidate/sponsor
VOT voter registration
WEB web information technology costs (internet, e-mail)

NAME AND ADDRESS OF PAYEE # IF COMMITTEE, ALSO ENTER U.S. NUMBER	CODE	OR	DESCRIPTION OF PAYMENT	AMOUNT PAID
Kymberlee Pittman 269 Bridgeview Street San Francisco CA 94124	SAL			\$1,450.00
Kymberlee Pittman 269 Bridgeview Street San Francisco CA 94124	SAL			\$1,400.00
Premier Political Communications 4616 Fessenden St NW Washington DC 20016	PRO	Robo calls		\$51.75
SAFRWAY 2300 16TH STREET SAN FRANCISCO CA 94110	ORC			\$35.61
SF Party Supply 939 FOST San Francisco CA 94110	PND			\$25.73
* Payments that are contributions or independent expenditures must also be summarized on Schedule D.				
SUBTOTAL \$				\$2,963.09

FPPC Form 460 (January/05)
FPPC Toll-Free Helpline: 866/ASK-FPPC (866/275-3772)

**Schedule E
(Continuation Sheet)
Payments Made**

Type or print in ink.
Amounts may be rounded
to whole dollars.

SCHEDULE E (CONT)

Statement covers period
from 10/17/2010
through 12/31/2010



SEE INSTRUCTIONS ON REVERSE
NAME OF FILER
Sheet for Supervisor 2010

Page 40 of 47
ID NUMBER
1324331

CODES: If one of the following codes accurately describes the payment, you may enter the code. Otherwise, describe the payment.

OVP campaign paraphernalia/misc.
 CNS campaign consultants
 CTB contribution (explain nonmonetary)*
 CVC civic donations
 FL candidate filing/bailot fees
 RO fundraising events
 ND independent expenditure supporting/opposing others (explain)*
 LEG legal fees
 UT campaign literature and mailings

member communications
 MTR meetings and appearances
 OFC office
 PET petition circulating
 PHO phone banks
 POL polling and survey research
 POS postage, delivery and messenger services
 PRO professional services (legal, accounting)
 PRI print ads

RAD radio airtime and production costs.
 RPD returned contributions
 SAL campaign workers' salaries
 TRC TV or cable airtime and production costs
 TRF travel, lodging, and meals
 TRS staff/stipend travel (domestic)
 TSF transfer between committees of the same candidate/sponsor
 VOT voter registration
 WEB information technology costs (internet, e-mail)

NAME AND ADDRESS OF PAYEE (IF COMMITTEE, ALSO ENTER ID NUMBER)	CODE	OR	DESCRIPTION OF PAYMENT	AMOUNT PAID
Deddia Smith 2424 Griffith San Francisco CA 94124	SAL		Check #59501845	\$500.00
WALGREEN 1979 MISSION San Francisco CA 94103	OFC			\$76.65
Onyx Walker 4 dublin St. San Francisco CA 94112	SAL			\$79.36
Onyx Walker 4 dublin St. San Francisco CA 94112	SAL			\$32.02
Kola Adams 35 Embarrasadero W #140 Oakland CA 94607	SAL			\$25.00

* Payments that are contributions or independent expenditures must also be summarized on Schedule D.

SUBTOTAL \$ \$713.03

**Schedule E:
(Continuation Sheet)
Payments Made.**

Type or print in ink.
Amounts may be rounded
to whole dollars.

SEE INSTRUCTIONS ON REVERSE
NAME OF FILER _____
Sweet for Supervisor: 2010

Statement covers period
from 10/17/2010
through 12/31/2010

SCHEDULE E (CONT)
CALIFORNIA
FORM 460
Page 41 of 47
I.D. NUMBER
1324391

CODES: If one of the following codes accurately describes the payment, you may enter the code. Otherwise, describe the payment.

CVP campaign paraphernalia/misc.
 CNS campaign consultants
 CTB contribution (explain nonmonetary)*
 CVC civic donations
 FFL candidate filing/ballot fees
 UNF fundraising events
 IND independent expenditures supporting/opposing others (explain)*
 LEG legal defense
 LIT campaign literature and mailings

MMR member communications
 MTS meetings and appearances
 OFC office
 PET petition circulating
 PFI phone banks
 POL polling and survey research
 POS postage, delivery and messenger services
 PRO professional services (legal, accounting)
 PRI print ads

RAD radio airtime and production costs
 RFD returned contributions
 SAL campaign workers' salaries
 TRC TV or cable airtime and production costs
 TRM travel, meals, and mileage
 TRS staff/expense travel (lodging, meals)
 TSP transfer between committees of the same candidate/sponsor
 VOT voter registration
 WEB information technology costs (internet, e-mail)

NAME AND ADDRESS OF PAYEE (IF COMMITTEE, ALSO ENTER I.D. NUMBER)	CODE	OR	DESCRIPTION OF PAYMENT	AMOUNT PAID
Edith Brooks 1225 North Point Dr #A San Francisco CA	SAL			\$50.00
Edith Brooks 1225 North Point Dr #A San Francisco CA	SAL			\$25.00
Jennifer Avens 2728 Astilomar Dr San Francisco CA	SAL			\$100.00
Clemencia Cardoza 785 Burrows St San Francisco CA 94134	SAL			\$50.00
DOG PTNAS 251 RHODES ISLAND San Francisco CA 94103	TRM			\$11.22
* Payments that are contributions or independent expenditures must also be summarized on Schedule D.				SUBTOTAL \$ 236.22

**Schedule E
(Continuation Sheet)
Payments Made**

Type or print in ink.
Amounts may be rounded
to whole dollars.

SCHEDULE E (CONT.)

Statement covers period from <u>10/17/2010</u> through <u>12/31/2010</u>	CALIFORNIA FORM 460
Page <u>42</u> of <u>47</u>	
I.D. NUMBER 1324331	

SEE INSTRUCTIONS ON REVERSE
NAME OF FILER
Sweetzer Supervisor 2010

CODES: If one of the following codes accurately describes the payment, you may enter the code. Otherwise, describe the payment.
CMP campaign paraphernalia/misc.
CNS campaign contributions
CTB contribution (explain nonmonetary)*
CVC civic donations
FIL candidate filing/ballot fees
FND fundraising events
IND independent expenditure supporting/opposing others (explain)*
LEG legal defense
LIT campaign literature and mailings

RAD radio airtime and production costs
RFD returned contributions
SAL campaign workers' salaries
TEL t.v. or cable airtime and production costs
TRC candidate travel, lodging, and meals
TSP transportation costs of the same candidate/sponsor
VOT voter registration
WEB information technology costs (Internet, e-mail)

NAME AND ADDRESS OF PAYEE (IF COMMITTEE, ALSO ENTER I.D. NUMBER)	CODE	OR	DESCRIPTION OF PAYMENT	AMOUNT PAID
Genina Elmore 982 ELLSWORTH ST San Francisco CA 94124	SAL			\$187.50
Lori Flynn 20811 S. Amber Willow Trl. Cypress CA 94533	PRO		graphic design	\$200.00
Aditi Fruitwala 1435 Thomas Ave San Francisco CA 94124	SAL			\$400.00
NATIONAL DOLLAR STORE 2100 MISSION SAN FRANCISCO CA 94110	OPC			\$24.90
OFFICE DEPOT 33 Third Street San Francisco CA 94110	OPC			\$18.97

* Payments that are contributions or independent expenditures must also be summarized on Schedule D.

SUBTOTAL \$ \$871.37
FPPC Form 460 (January/09)
FPPC Toll-Free Helpline: 866/ASK-FPPC (866/276-3772)

Schedule E (Continuation Sheet) Payments Made

Type or print in ink.
Amounts may be rounded
to whole dollars.

SCHEDULE E (CONT.)

Statement covers period

from 10/17/2010

through 12/31/2010

CALIFORNIA
FORM 460

Page 43 of 47

ID NUMBER
1324331

SEE INSTRUCTIONS ON REVERSE

NAME OF FILER

Swast for Supervisor 2010

CODES: If one of the following codes accurately describes the payment, you may enter the code. Otherwise, describe the payment.
 CNE campaign paraphernalia/misc.
 CMC campaign consultants
 CTB campaign travel (explain nonmonetary)*
 CVC civic director
 FNL fundraising events
 FND independent expenditure supporting/opposing others (explain)*
 IED legal defense
 LIT campaign literature and mailings

MRB member communications
 MTG meetings and appearances
 OFC office expenses
 PET petition circulating
 PETT petition drives
 POL political survey research
 POS postage delivery and messenger services
 PRO professional services (legal, accounting)
 PRT print ads

RAD radio airtime and production costs
 RFD returned contributions
 SAL campaign workers' salaries
 TEL tv, or cable airtime and production costs
 TRC candidate travel, lodging, and meals
 TRS statewide travel, lodging, and meals
 TRS transfer between committees of the same candidate/sponsor
 VOT voter information costs (mail, e-mail)
 WEB information technology costs (internet, e-mail)

NAME AND ADDRESS OF PAYEE (if committee, also enter ID number)	CODE	OR	DESCRIPTION OF PAYMENT	AMOUNT PAID
Kymberlee Pittman 269 Bridgeway Street San Francisco CA 94124	SAL			\$2,050.00
Dedria Smith 2424 Griffith San Francisco CA 94124	SAL			\$300.00
Clinton Boyan 2424 Griffith San Francisco CA 94124	SAL			\$25.00
MOSHI MOSHI RESTAURANT 2092 3RD STREET San Francisco CA 94124	FND			\$336.71
Dedria Smith 2424 Griffith San Francisco CA 94124	SAL			\$300.00

* Payments that are contributions or independent expenditures must also be summarized on Schedule D.

SUBTOTAL \$

\$3,011.71

FPPC Form 460 (January/05)

FPPC Toll-Free Helpline: 866/ASK-FPPC (866/275-3772)

**Schedule E
(Continuation Sheet)
Payments Made**

Type or print in ink.
Amounts may be rounded
to whole dollars.

SCHEDULE E (CONT.)

Statement covers period
from 10/12/2010
through 12/31/2010

CALIFORNIA
FORM **460**

SEE INSTRUCTIONS ON REVERSE
NAME OF FILER
Svenn for Supervisor 2010

Page 44 of 47
I.D. NUMBER
1324331

CODES: If one of the following codes accurately describes the payment, you may enter the code. Otherwise, describe the payment.

COE campaign paraphernalia/misc.
CNS campaign consultants
CIB contribution (explain nonmonetary)*
CVC civic education
FVC fund-raising
FND fund-raising
LEG legal defense
LIT campaign literature and mailings

MEM member communications
MTC meetings and appearances
OFC office expenses
PET petition circulating
PIO phone banks
POL polling and survey research
POS postage, delivery and messenger services
PRO professional services (legal, accounting)
PRF print rate

RAD radio airdrums and production costs
SAL salaries
TEL tv or radio airtime
TRC candidate travel, lodging, and meals
TRS staff/pouse travel, lodging, and meals
TRF transfer between committees of the same candidate/sponsor
VOT voter registration
WEB information technology costs (internet, e-mail)

NAME AND ADDRESS OF PAYEE (IF COMMITTEE, ALSO ENTER C.D. NUMBER)	CODE	OR	DESCRIPTION OF PAYMENT	AMOUNT PAID
Ronita Abram 1164 Church St San Francisco CA 94114	EAR			\$50.00
Progressive Era Project 44 Montgomery STE 2310 San Francisco CA 94104	NIB			\$120.00
Verda Williams 17 Dukes Ct San Francisco CA 94124	SAL			\$50.00
Omari Logan 354 Yeralta St Oakland CA 94607	EAR			\$112.50
Omari Logan 354 Yeralta St Oakland CA 94607	EAR			\$27.50

* Payments that are contributions or independent expenditures must also be summarized on Schedule D.

SUBTOTAL \$ \$395.00

Schedule E (Continuation Sheet) Payments Made

Type or print in ink.
Amounts may be rounded
to whole dollars.

SCHEDULE E (CONT)

Statement covers period

from 10/17/2010

through 12/31/2010

CALIFORNIA
FORM 460

SEE INSTRUCTIONS ON REVERSE

NAME OF FILER

Sweet for Supervisor 2010

Page 45 of 47

LO NUMBER
1324331

CODES: If one of the following codes accurately describes the payment, you may enter the code. Otherwise, describe the payment.

CODE	DESCRIPTION
QNP	campaign paraphernalia/misc.
QSP	campaign contributions
CTB	contribution (explain nonmonetary)*
CVC	olive donations
FLI	candidate flight/bailor fees
RND	fundraising events
LEG	independent expenditure supporting/opposing others (explain)*
UT	campaign literature and mailings
MR	member communications
MTG	meetings and appearances
OFF	office expenses
REC	recording
PHO	phone and survey research
POL	polling and survey research
POS	postage, delivery and messenger services
PRO	professional services (legal, accounting)
PRT	print ads
RAD	radio airtime and production costs
RFD	returned contributions
SAL	campaign workers' salaries
TEL	tv or cable airtime and production costs
TRC	candidate travel, lodging, and meals
TRP	transportation, lodging, and meals
TSG	transportation costs
VOT	your registration committees of the same candidate/sponsor
WEB	information technology costs (internet, e-mail)

NAME AND ADDRESS OF PAYEE (IF COMMITTEE ALSO ENTER LO NUMBER)	CODE	OR	DESCRIPTION OF PAYMENT	AMOUNT PAID
Patricia Moore 3173 Monterey Blvd Oakland CA 94602	SAL			\$125.00
Omari Logan 354 Peralta St Oakland CA 94607	SAL			\$75.00
Omari Logan 354 Peralta St Oakland CA 94607	SAL			\$50.00

* Payments that are contributions or independent expenditures must also be summarized on Schedule D.

SUBTOTAL \$ 250.00

FPPC Form 460 (January/05)

FPPC Toll-Free Helpline: 866/ASK-FPPC (866/275-3772)

Schedule F Accrued Expenses (Unpaid Bills)

Type or print in ink.
Amounts may be rounded
to whole dollars.

SCHEDULE F

STATEMENT COVERS PERIOD
FROM 10/17/2010
THROUGH 12/31/2010

CALIFORNIA
FORM 460

SEE INSTRUCTIONS ON REVERSE

NAME OF FILER
Sweet for Supervisor 2010

Page 46 of 47
ID NUMBER
1324331

CODES: If one of the following codes accurately describes the payment, you may enter the code. Otherwise, describe the payment.

CODE	DESCRIPTION	DESCRIPTION OF PAYMENT	(a) OUTSTANDING BALANCE BEGINNING OF THIS PERIOD	(b) AMOUNT INCURRED THIS PERIOD	(c) AMOUNT PAID THIS PERIOD (ALSO REPORT ON E)	(d) OUTSTANDING BALANCE AT CLOSE OF THIS PERIOD
CNP	campaign paraphernalia/misc.	MEM member communications				
CNS	campaign consultants	MTG meetings and appearances				
CTB	contribution (explain nonmonetary)*	OPC office expenses				
CVC	civic donations	PET petition circulating				
FL	candidate filing/ballot fees	PHO phone banks				
FR	fundraising events	POL polling and survey research				
IND	independent expenditure supporting/opposing others (explain)*	POS postage, delivery and messenger services				
LEG	legal fees	PRO professional services (legal, accounting)				
LIT	campaign literature and mailings	PRF print ads				
			\$2,150.00	\$0.00	\$0.00	\$2,150.00

NAME AND ADDRESS OF CREDITOR
(IF COMMITTEE, ALSO ENTER ID NUMBER)

David Binder Research
44 Page St. 502 404
San Francisco CA 94102

* Payments that are contributions or independent expenditures must also be
summarized on Schedule D.

SUBTOTALS \$ 2,150.00 \$ 0.00 \$ 0.00 \$ 2,150.00

Schedule F Summary

1. Total accrued expenses incurred this period. (Include all Schedule F, Column (b) subtotals for accrued expenses of \$100 or more, plus total unitemized accrued expenses under \$100.) INCURRED TOTALS \$ 0.00

2. Total accrued expenses paid this period. (Include all Schedule F, Column (c) subtotals for payments on accrued expenses of \$100 or more, plus total unitemized payments on accrued expenses under \$100.) PAID TOTALS \$ 0.00

3. Net change this period. (Subtract Line 2 from Line 1. Enter the difference here and on the Summary Page, Column A, Line 9.) NET \$ 0.00
May be a negative number.

Schedule I Miscellaneous Increases to Cash

Type or print in ink.
Amounts may be rounded
to whole dollars.

SCHEDULE I
CALIFORNIA
FORM 460

SEE INSTRUCTIONS ON REVERSE
NAME OF FILER
BRIAN J. JOE Supervisor 2010

Statement covers period
from 10/17/2010
through 12/31/2010

Page 47 of 47
I.D. NUMBER
1324331

DATE RECEIVED	FULL NAME AND ADDRESS OF SOURCE (If the filer is an individual, enter the individual's name)	DESCRIPTION OF RECEIPT	AMOUNT OF INCREASE TO CASH
10/27/2010	City & County of San Francisco 25 Van Ness San Francisco CA 94102	Public Funding \$	\$1,348.00
10/23/2010	City & County of San Francisco 25 Van Ness San Francisco CA 94102	Public Funding \$	\$4,105.00
12/03/2010	City & County of San Francisco 25 Van Ness San Francisco CA 94102	Public Funding \$	\$3,050.00

Attach additional information on appropriately labeled continuation sheets.

SUBTOTAL \$ \$8,503.00

Schedule I Summary

1. Itemized increases to cash this period. \$8,503.00
2. Unitemized increases to cash of under \$100 this period. \$0.00
3. Total of all interest received this period on loans made to others, (Schedule H, Column (e)). \$0.00
4. Total miscellaneous increases to cash this period. (Add Lines 1, 2, and 3. Enter here and on the Summary Page, Line 14.) TOTAL \$ \$8,503.00



ETHICS COMMISSION CITY AND COUNTY OF SAN FRANCISCO

BENEDICT Y. HUR
CHAIRPERSON

JAMIEENNE S. STUDLEY
VICE-CHAIRPERSON

EILEEN HANSEN
COMMISSIONER

BEVERLY HAYON
COMMISSIONER

CHARLES L. WARD
COMMISSIONER

JOHN ST. CROIX
EXECUTIVE DIRECTOR

March 9, 2011

Lynette Sweet
1 Rhode Island Street
San Francisco, CA. 94103

Re: Required records for audit of Sweet for Supervisor 2010

Dear Ms. Sweet,

In accordance with the San Francisco Campaign and Governmental Code Section 1.150, the Ethics Commission must audit all candidates who received public financing. All candidates who received public funds for the November 2010 election must provide the required records no later than February 1, 2011.

As of March 9, 2011, we have received only the Campaign Audit Questionnaire from you. We have sent several emails to remind you that we have not received any records for the Sweet for Supervisor 2010 campaign. Please forward this information to our office as soon as possible.

Enclosed you will find your signed copy of the "Statement of Understanding" regarding an audit of your publicly financed committee. By signing this statement you have agreed to the following:

- You understand that all candidates who receive public funds must be audited, pursuant to S.F. C&GC Code Section 1.150.
- You understand the recordkeeping requirements outlined in California Government Code Section 84104.
- You have read and understand the "Types of Records Required for Audit."
- You agree to submit all required records to the Ethics Commission no later than February 1, 2011.

If you have any questions or would like to discuss an arrangement for submitting your records different than those stated above, please contact our office at 415-252-3100.

Sincerely,

Shalsta Shaikh
Assistant Deputy Director

cc: Cynthia Francisco, Treasurer

Encl.

25 Van Ness Avenue, Suite 220 • San Francisco, CA 94102-6053 • Phone (415) 252-3100 • Fax (415) 252-3112
E-Mail Address: ethics.commission@sfgov.org Web site: <http://www.sfeethics.org>

1 JOHN ST. CROIX
2 Executive Director
3 SAN FRANCISCO ETHICS COMMISSION
4 25 Van Ness Avenue, Suite 220
5 San Francisco, CA 94102
6 415-252-3100

7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28

BEFORE THE SAN FRANCISCO
ETHICS COMMISSION

In the Matter of:
ETHICS COMPLAINT NO. 19-131115

**NOTICE PURSUANT TO
CALIFORNIA GOVERNMENT CODE,
SECTION 11514**

The accompanying declaration of Angeles Huang and its attachments will be introduced as evidence at the hearing in the matter of Ethics Complaint 19-131115, to be held on September 28, 2015. Angeles Huang will not be called to testify orally and you will not be entitled to question her unless you notify John St. Croix, Executive Director of the San Francisco Ethics Commission, at 25 Van Ness Street, Suite 220, San Francisco, California, 94102, that you wish to cross-examine her. To be effective your request must be mailed or delivered to John St. Croix on or before July 22, 2015.

1 JOHN ST. CROIX
2 Executive Director
3 SAN FRANCISCO ETHICS COMMISSION
4 25 Van Ness Avenue, Suite 220
5 San Francisco, CA 94102
6 415-252-3100

7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
BEFORE THE SAN FRANCISCO
ETHICS COMMISSION

In the Matter of:

ETHICS COMPLAINT NO. 19-131115

**DECLARATION OF
AUTHENTICATION OF
COMPLAINANT'S EXHIBIT**

I, Angeles Huang, declare as follows:

1. I have personal knowledge of the contents of this declaration, and I could and would testify competently thereto if called upon to do so.
2. I am a Campaign Finance Auditor at the San Francisco Ethics Commission. I have worked at the San Francisco Ethics Commission since January 2010.
3. As Campaign Finance Auditor, I oversee the auditing of campaign committees, including the review of supporting financial documents and campaign statements. I am familiar with the reporting requirements of campaign committees including the Recipient Committee Campaign Statement Form 460. I am familiar with the requirements of the San Francisco Public Financing Program for candidates, and I am familiar with the legal provisions of the San Francisco Campaign Finance Reform Ordinance. I conducted and was responsible for the audit of the committee "Sweet for Supervisor 2010."
4. The document attached as Exhibit 5 is a true and correct copy of a letter I mailed to Lynette Sweet regarding "Audit of Sweet for Supervisor 2010 campaign committee" dated June 27, 2013.

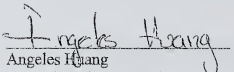
1 5. The document attached as Exhibit 6 is a true and correct copy of an email messages I
2 sent to Lynette Sweet on May 13, 2014, regarding "Ethics Commission -- Draft Audit Report," and
3 on May 28, 2014, regarding "FW: Ethics Commission -- Draft Audit Report."

4 6. The document attached as Exhibit 7 is a true and correct copy of a Clear Channel
5 invoice dated September 21, 2010, submitted to the Ethics Commission by the Sweet for Supervisor
6 2010 committee in connection with the mandatory audit of that committee.

7 7. The document attached as Exhibit 8 is a true and correct copy of a David Binder
8 Research invoice dated March 2, 2010, submitted to the Ethics Commission by the Sweet for
9 Supervisor 2010 committee in connection with the mandatory audit of that committee.

10 I declare, under penalty of perjury under the laws of the State of California, that the
11 foregoing is true and correct.

12
13
14 DATED: March 11, 2015


Angeles Huang
Campaign Finance Auditor
San Francisco Ethics Commission



ETHICS COMMISSION CITY AND COUNTY OF SAN FRANCISCO

BEVERLY HAYON
CHAIRPERSON

PAUL A. RENNE
VICE-CHAIRPERSON

BRETT ANDREWS
COMMISSIONER

BENEDICT Y. HUR
COMMISSIONER

JAMIEENNE S. STUDLEY
COMMISSIONER

JOHN ST. CROIX
EXECUTIVE DIRECTOR

June 27, 2013

Lynette Sweet
Sweet for Supervisor 2010
25 Rebecca Lane
San Francisco, Ca 94124

Re: Audit of Sweet for Supervisor 2010 campaign committee

Dear Ms. Sweet:

As you know, the Ethics Commission is auditing your supervisorial committee, and I'm writing to request additional documents.

I've reviewed the expenses incurred by the committee as shown by the bank statements and/or Schedules E Forms 460 against the invoices, receipts and contracts that the committee submitted. There are many expenses for which the committee did not submit any type of back up documentation. Please see table below for a list of expenses for which I'm requesting back up documentation. Many of the expenses listed are related to salaries as described by the audit questionnaire and/or Schedules E Forms 460.

In addition, in Schedule F of the last campaign statements filed for the period of 10/17/10-12/31/10, the Committee reported an outstanding bill of \$2,150 to David Binder Research. Section 1.118 of the S.F. Campaign and Governmental Conduct Code requires unpaid bills to be paid within 180 days of incurring the expense or the date of the invoice whichever is earlier. An unpaid bill that does not get paid within the 180 days becomes a non monetary contribution and is subject to the \$500 contribution limit. If the aforementioned bill was paid, please provide a receipt from the vendor or cancelled check. If the bill has not been paid, please provide an explanation.

Please submit requested documentation by July 22, 2013. If you need additional time, please let us know.

Should you have any questions, please contact me at 415-252-3100.

Sincerely,

Angeles Huang
Campaign Finance Auditor

25 Van Ness Avenue, Suite 220 • San Francisco, CA 94102-6053 • Phone (415) 252-3100 • Fax (415) 252-3112
E-Mail Address: ethics.commission@sfgov.org Web site: <http://www.sfetethics.org>

Date per bank statement	Vendor	Payments	Description	Documents that may be sufficient to substantiate the expense
9/7	1700 calif	\$15.00		Receipt/Invoice
10/13	Abraham Rodriguez	\$50.00	Salary canvass per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/15	Abraham Rodriguez	\$75.00	Salary canvass per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/19	Abraham Rodriguez	\$75.00	Salary canvass per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
6/21	Actblue	\$130.00	Tickets to Alice B. Toklas Pride breakfast per Sch E f460	Invoice/Receipt
6/21	acteva	\$75.00		Invoice/Receipt
11/1	Adam Lankford	\$25.00		Invoice/Receipt
10/29	Aditi Fruitwala	\$1,200.00	Salary canvasser per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
11/2	Aditi Fruitwald	\$400.00	Salary canvasser per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
9/27	Adrainne Vander Court	\$432.00		Invoice/Receipt
7/20	airtranai	\$213.70	L. Barnes airfare per Sch E f460	Invoice/Receipt
5/12	Alan Glen	\$625.00	Treasurer per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
10/22	Albanti Pasque	\$125.00		Invoice/Receipt
10/29	Alexander Mason	\$25.00		Invoice/Receipt
9/24	Alice Toklas	\$750.00	Slate Card per Sch E f460	Invoice/Receipt
8/16	ampco	\$15.00		Invoice/Receipt
10/29	Amy Huang	\$50.00		Invoice/Receipt
10/19	Annie Leung	\$50.00		Invoice/Receipt
10/26	Anosi Darries	\$50.00	Salary canvass per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/15	Antoine Wright	\$25.00		Invoice/Receipt
10/19	Antoine Wright	\$25.00		Invoice/Receipt
10/7	Antoinette Porter	\$25.00	Salary per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/12	Antoinette Porter	\$25.00	Salary per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/12	Antoinette Porter	\$50.00	Salary per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/13	Antoinette Porter	\$50.00	Salary per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/15	Antoinette Porter	\$75.00	Salary per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/18	Antoinette Porter	\$75.00	Salary per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
9/10	art sign & banner	\$75.00		Invoice/Receipt
10/12	Artrix Thomas	\$100.00	Salary per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/26	Ashanti Payne	\$50.00	Salary per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/18	Ashanti Payne	\$75.00	Salary per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
11/1	Ashanti Payne	\$125.00	Salary per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.

10/19	Ashley Abram	\$25.00	Salary canvasser per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
11/1	Ashley Abram	\$125.00	Salary canvasser per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
9/28	Ashley Abram	\$25.00	Salary canvasser per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/13	Ashley Abram	\$50.00	Salary canvasser per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
9/29	Ashley Abram	\$75.00	Salary canvasser per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/4	Ashley Abram	\$75.00	Salary canvasser per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/6	Ashley Abram	\$75.00	Salary canvasser per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/12	Ashley Abram	\$75.00	Salary canvasser per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/18	Ashley Abram	\$75.00	Salary canvasser per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/25	Ashley Abram	\$75.00	Salary canvasser per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/18	ashnanti puyre	\$75.00		Invoice/Receipt
10/27	att	\$40.00		Invoice/Receipt
9/29	att bill	\$201.17		Invoice/Receipt
6/10	bart	\$10.00		Invoice/Receipt
8/19	berg davis public affairs	\$2,500.00		Invoice/Receipt
3/26	Alan Glenn	\$39.17	Salary per Sch B f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/6	Brian Thomas	\$12.50		Invoice/Receipt
10/15	Brian Thomas	\$50.00		Invoice/Receipt
9/9	bwopa	\$140.00	Membership per Sch B f460	Invoice/Receipt
5/12	calif	\$18.00		Invoice/Receipt
10/18	carson tsang	\$50.00		Invoice/Receipt
10/7	Chris Boblen	\$25.00		Invoice/Receipt
9/29	Chris Boblen	\$25.00		Invoice/Receipt
10/7	Chris Boblen	\$25.00		Invoice/Receipt
10/27	Christopher McNaulty	\$37.50	Salary canvass per Sch B f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/29	Christopher McNaulty	\$50.00	Salary canvass per Sch B f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/22	Christopher McNaulty	\$75.00	Salary canvass per Sch B f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/29	Christopher McNaulty	\$75.00	Salary canvass per Sch B f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/15	Christopher McNaulty	\$100.00	Salary canvass per Sch B f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/19	Christopher McNaulty	\$100.00	Salary canvass per Sch B f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/13	Chu Yi Tam	\$50.00		Invoice/Receipt
10/8	city sf	\$1.70		Invoice/Receipt
10/27	Sun reported	\$2,000.00	Sun Reporter per Sch B f460	Invoice/Receipt
9/13	ck-tickets to off event	\$120.00	Tickets to FI event per Sch B f460	Invoice/Receipt
11/2	Clemencia Cardoza	\$50.00	Salary per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.

10/15	Clemencia Cardoza	\$50.00	Salary per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
9/29	Clemencia Cardoza	\$75.00	Salary per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/4	Clemencia Cardoza	\$75.00	Salary per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/4	Clemencia Cardoza	\$75.00	Salary per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/26	Clementia Cardoley	\$100.00	Salary per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/26	Clinton Bogan	\$25.00	Salary canvasser per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
11/3	Clinton Bogan	\$25.00	Salary canvasser per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
9/28	Clinton Bogan	\$50.00	Salary canvasser per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
11/1	Clinton Bogan	\$62.50	Salary canvasser per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/8	Clinton Bogan	\$75.00	Salary canvasser per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/15	Clinton Bogan	\$95.00	Salary canvasser per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/15	community initiatives	\$90.00		Invoice/Receipt
10/28	copy world	\$163.15		Invoice/Receipt
10/12	corinthians redmond	\$25.00		Invoice/Receipt
10/7	Costco	\$43.62		Invoice/Receipt
10/26	Darries Anoai	\$75.00	Salary canvass per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/12	Darries Anoai	\$100.00	Salary canvass per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/15	Darries Anoai	\$100.00	Salary canvass per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/29	Darries Anoai	\$150.00	Salary canvass per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
9/29	de marea parker	\$50.00		Invoice/Receipt
10/21	Dedria Smith	\$11.92	Volunteer coordinator per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
10/7	Dedria Smith	\$25.00	Volunteer coordinator per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
10/12	Dedria Smith	\$25.00	Volunteer coordinator per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
10/21	Dedria Smith	\$25.00	Volunteer coordinator per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
10/27	Dedria Smith	\$25.00	Volunteer coordinator per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
9/21	Dedria Smith	\$100.00	Volunteer coordinator per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
10/12	Dedria Smith	\$300.00	Volunteer coordinator per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
10/19	Dedria Smith	\$300.00	Volunteer coordinator per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
10/26	Dedria Smith	\$300.00	Volunteer coordinator per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
11/2	Dedria Smith	\$300.00	Volunteer coordinator per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.

11/3	Dedria Smith	\$300.00	Volunteer coordinator per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
11/1	Dedria Smith	\$500.00	Volunteer coordinator per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
11/4	Denae Thompson	\$25.00		Invoice/Receipt
10/20	Dennis Lumsey	\$75.00	Salary canvasser per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/8	Dennis Lumsey	\$125.00	Salary canvasser per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/6	Dennis Lumsey	\$25.00	Salary canvasser per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/13	Dennis Lumsey	\$50.00	Salary canvasser per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/15	Dennis Lumsey	\$75.00	Salary canvasser per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/13	Derf Butler	\$25.00	Salary canvass per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/15	Derf Butler	\$75.00	Salary canvass per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/22	Derf Butler	\$50.00	Salary canvass per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/29	Derf Butler	\$100.00	Salary canvass per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
9/21	dodney randolph	\$384.00		Invoice/Receipt
7/29	dollar sto	\$14.24		Invoice/Receipt
7/29	dollar sto	\$20.26		Invoice/Receipt
10/25	dollar store	\$18.62		Invoice/Receipt
8/26	doltree	\$42.42		Invoice/Receipt
9/27	domino's	\$35.00		Invoice/Receipt
9/9	Doney Vidovich Partners	\$650	Rent per Sch E f460	Contract, Invoice/Receipt
10/19	Donisha Copeland	\$25.00	Salary canvass per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/15	Donisha Copeland	\$25.00	Salary canvass per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/19	Donisha Copeland	\$25.00	Salary canvass per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/22	Donisha Copeland	\$125.00	Salary canvass per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
4/2	dorothy sweet	\$275.00	Fundraiser per Sch E f460	Invoice/Receipt
6/24	dos pinas	\$11.50		Invoice/Receipt
11/1	dos pinas	\$27.10		Invoice/Receipt
9/30	ds waters	\$5.00		Invoice/Receipt
11/1	ds waters	\$54.04		Invoice/Receipt
11/2	Edith Brooks	\$25.00	Salary canvass per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/12	Edith Brooks	\$50.00	Salary canvass per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
11/2	Edith Brooks	\$50.00	Salary canvass per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/12	Edith Brooks	\$75.00	Salary canvass per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/12	Edith Brooks	\$100.00	Salary canvass per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/12	ellen hehis	\$75.00		
10/15	Ernesto Molina	\$50.00	Salary canvass per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.

10/15	Ernesto Molina	\$75.00	Salary canvass per Sch E #460	Contract, timesheets, form 1099s, invoices, or receipts.
10/20	Ernesto Molina	\$75.00	Salary canvass per Sch E #460	Contract, timesheets, form 1099s, invoices, or receipts.
10/22	famla buter	\$100.00		Invoice/Receipt
10/22	Felicia Moore	\$25.00		Invoice/Receipt
11/1	Felicia Móore	\$75.00	Salary per Sch E #460	Contract, timesheets, form 1099s, invoices, or receipts.
10/27	Felicia Moore	\$125.00	Salary per Sch E #460	Contract, timesheets, form 1099s, invoices, or receipts.
11/12	Felicia Moore	\$125.00	Salary per Sch E #460	Contract, timesheets, form 1099s, invoices, or receipts.
10/18	fifth and 833 mission	\$10.50		Invoice/Receipt
10/21	fifth and 833 mission	\$10.50		Invoice/Receipt
9/28	fillmore	\$7.00		Invoice/Receipt
7/16	five starts	\$8.00		Invoice/Receipt
10/20	Fort mason	\$1.00		Invoice/Receipt
10/25	frisco	\$123.66		Invoice/Receipt
11/1	Frisco Fried	\$200.00		Invoice/Receipt
10/26	Genina Elmore	\$75.00	Salary per Sch E #460	Contract, timesheets, form 1099s, invoices, or receipts.
10/28	Genina Elmore	\$75.00	Salary per Sch E #460	Contract, timesheets, form 1099s, invoices, or receipts.
10/19	Genina Elmore	\$100.00	Salary per Sch E #460	Contract, timesheets, form 1099s, invoices, or receipts.
10/21	Genina Elmore	\$100.00	Salary per Sch E #460	Contract, timesheets, form 1099s, invoices, or receipts.
11/2	Genina Elmore	\$187.50	Salary per Sch E #460	Contract, timesheets, form 1099s, invoices, or receipts.
10/12	Gerarda Daming	\$50.00	Salary canvasser per Sch B #460	Contract, timesheets, form 1099s, invoices, or receipts.
9/29	Gerarda Daming	\$273.00	Salary canvasser per Sch E #460	Contract, timesheets, form 1099s, invoices, or receipts.
10/27	golden eag	\$21.33		Invoice/Receipt
10/8	google ad	\$50.00		Invoice/Receipt
10/20	google ad	\$200.00		Invoice/Receipt
8/6	greenpost	\$361.35		Invoice/Receipt
6/22	groupon	\$40.00		Invoice/Receipt
10/4	Happy Torrey	\$25.00	Salary canvass per Sch E #460	Contract, timesheets, form 1099s, invoices, or receipts.
10/20	Happy Torrey	\$25.00	Salary canvass per Sch E #460	Contract, timesheets, form 1099s, invoices, or receipts.
10/29	Happy Torrey	\$25.00	Salary canvass per Sch E #460	Contract, timesheets, form 1099s, invoices, or receipts.
10/13	Happy Torrey	\$100.00	Salary canvass per Sch E #460	Contract, timesheets, form 1099s, invoices, or receipts.
10/19	Happy Torrey	\$100.00	Salary canvass per Sch E #460	Contract, timesheets, form 1099s, invoices, or receipts.
10/25	Happy Torrey	\$125.00	Salary canvass per Sch E #460	Contract, timesheets, form 1099s, invoices, or receipts.
10/29	Happy Torrey	\$125.00	Salary canvass per Sch E #460	Contract, timesheets, form 1099s, invoices, or receipts.
9/2	harlon meets	\$48.00		Invoice/Receipt
9/27	Helena Lucky	\$75.00	Salary canvasser per Sch E #460	Contract, timesheets, form 1099s, invoices, or receipts.
10/4	Helena Lucky	\$100.00	Salary canvasser per Sch E #460	Contract, timesheets, form 1099s, invoices, or receipts.

				invoices, or receipts.
8/6	hilton	\$21.00		Invoice/Receipt
10/29	Holly Callier	\$25.00		Invoice/Receipt
7/14	hotcards	\$73.58		Invoice/Receipt
7/14	hotcards	\$237.10		Invoice/Receipt
10/4	iesha jord	\$50.00		Invoice/Receipt
8/9	Impark	\$3.00		Invoice/Receipt
10/15	Irene Gampaoli	\$75.00	Salary canvasser per Sch E #460	Contract, timesheets, form 1099s, invoices, or receipts.
10/12	Irene Gampaoli	\$50.00	Salary canvasser per Sch E #460	Contract, timesheets, form 1099s, invoices, or receipts.
10/18	Irene Gampaoli	\$75.00	Salary canvasser per Sch E #460	Contract, timesheets, form 1099s, invoices, or receipts.
9/20	Jamell Patterson	\$192.00		Invoice/Receipt
10/21	Jamell Patterson	\$25.00		Invoice/Receipt
10/28	Jameese Brown	\$50.00	Salary per Sch E #460	Contract, timesheets, form 1099s, invoices, or receipts.
10/15	Jameese Brown	\$75.00	Salary per Sch E #460	Contract, timesheets, form 1099s, invoices, or receipts.
10/13	Jamilla Butler	\$25.00	Salary per Sch E #460	Contract, timesheets, form 1099s, invoices, or receipts.
10/15	Jamilla Butler	\$75.00	Salary per Sch E #460	Contract, timesheets, form 1099s, invoices, or receipts.
10/22	Jamise Brown	\$75.00	Salary per Sch E #460	Contract, timesheets, form 1099s, invoices, or receipts.
10/20	Janice Smith	\$25.00		Invoice/Receipt
10/28	Janiella Butler	\$50.00	Salary per Sch E #460	Contract, timesheets, form 1099s, invoices, or receipts.
10/29	Janiella Butler	\$100.00	Salary per Sch E #460	Contract, timesheets, form 1099s, invoices, or receipts.
9/29	Jay Knighten	\$25.00		Invoice/Receipt
10/27	Jennifer Burns	\$37.50	Salary canvass per Sch E #460	Contract, timesheets, form 1099s, invoices, or receipts.
10/15	Jennifer Burns	\$75.00	Salary canvass per Sch E #460	Contract, timesheets, form 1099s, invoices, or receipts.
10/22	Jennifer Burns	\$75.00	Salary canvass per Sch E #460	Contract, timesheets, form 1099s, invoices, or receipts.
10/19	Jennifer Burns	\$100.00	Salary canvass per Sch E #460	Contract, timesheets, form 1099s, invoices, or receipts.
11/2	Jennifer Burns	\$100.00	Salary canvass per Sch E #460	Contract, timesheets, form 1099s, invoices, or receipts.
9/28	Jessica Garret	\$25.00		Invoice/Receipt
10/1	Jessica Garret	\$50.00		Invoice/Receipt
10/12	Jessica Garret	\$50.00		Invoice/Receipt
10/14	Jessica Garret	\$50.00		Invoice/Receipt
10/4	Jessica Garret	\$75.00		Invoice/Receipt
10/5	Jessica Garret	\$75.00		Invoice/Receipt
10/8	Jessica Garret	\$75.00		Invoice/Receipt
10/18	Jessica Garret	\$75.00		Invoice/Receipt
10/18	Jessica Garret	\$75.00		Invoice/Receipt
10/14	johnny ju deng	\$50.00		Invoice/Receipt
10/12	kbx	\$966.00	Radio Ads per Sch E #460	Invoice/Receipt
9/27	Kenith Abram	\$100.00		Invoice/Receipt
9/21	Kymerlee Pittman	\$65.00	Office Management per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.

9/7	Kymerlee Pittman	\$150.00	Office Management per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
9/20	Kymerlee Pittman	\$422.00	Office Management per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
10/22	Kymerlee Pittman	\$1,750.00	Office Management per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
3/5	Kimberly Smith	\$50.00		Invoice/Receipt
9/13	Kymerlee Pittman	\$25.00	Office Management per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
9/20	Kymerlee Pittman	\$75.00	Office Management per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
9/20	Kymerlee Pittman	\$75.00	Office Management per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
9/27	Kymerlee Pittman	\$75.00	Office Management per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
9/29	Kymerlee Pittman	\$75.00	Office Management per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
10/25	Kymerlee Pittman	\$100.00	Office Management per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
9/20	Kymerlee Pittman	\$150.00	Office Management per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
9/28	Kymerlee Pittman	\$200.00	Office Management per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
8/16	Kymerlee Pittman	\$272.00	Office Management per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
8/23	Kymerlee Pittman	\$272.00	Office Management per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
9/27	Kymerlee Pittman	\$272.00	Office Management per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
9/7	Kymerlee Pittman	\$292.00	Office Management per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
9/13	Kymerlee Pittman	\$347.00	Office Management per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
8/9	Kymerlee Pittman	\$400.00	Office Management per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
10/4	Kymerlee Pittman	\$432.00	Office Management per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
10/4	Kymerlee Pittman	\$462.50	Office Management per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
8/27	Kymerlee Pittman	\$472.00	Office Management per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
10/18	Kymerlee Pittman	\$1,400	Office Management per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
11/1	Kymerlee Pittman	\$1,400.00	Office Management per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
11/1	Kymerlee Pittman	\$1,450.00	Office Management per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
11/2	Kymerlee Pittman	\$2,050.00	Office Management per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
8/6	Latoya Keller	\$140.00	Salary data entry Sch B #460	Contract, timesheets, form 1099s, invoices, or receipts.
9/16	Lavonne Barnes	\$162.21	Volunteer coordinator per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.

9/9	Lavonne Barnes	\$500.00	Volunteer coordinator per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
10/26	Lavonne Barnes	\$50.00	Volunteer coordinator per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
11/1	Lavonne Barnes	\$142.22	Volunteer coordinator per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
9/10	Lavonne Barnes	\$300.00	Volunteer coordinator per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
11/1	Lavonne Barnes	\$400.00	Volunteer coordinator per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
9/21	Lavonne Barnes	\$500.00	Volunteer coordinator per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
10/21	Lavonne Barnes	\$500.00	Volunteer coordinator per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
8/25	Lavonne Barnes	\$500.00	Volunteer coordinator per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
10/6	Lavonne Barnes	\$500.00	Volunteer coordinator per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
9/21	Lisa Washington	\$264.00	Salary canvasser per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
11/2	Lola Adams	\$25.00	Salary per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
9/27	Lola Adams	\$100.00	Salary per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
11/2	Lori Flynn	\$200.00	Graphic design per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
10/22	Lori Flynn	\$700.00	Graphic design per audit questionnaire	Contract, timesheets, form 1099s, invoices, or receipts.
10/28	Lorraine Mata	\$50.00	Salary per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/28	Lorraine Mata	\$75.00	Salary per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/28	Lorraine Mata	\$75.00	Salary per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
11/1	Lorraine Mata	\$125.00	Salary per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
11/8	Mariposa Silfaive	\$25.00		Invoice/Receipt
9/21	Marva Milton	\$234.00	Salary canvasser per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/15	Matthew Banks	\$25.00		Invoice/Receipt
8/24	maverick	\$87.26		Invoice/Receipt
8/2	Mercedes B	\$76.87		Invoice/Receipt
11/3	moshi mosh	\$336.71		Invoice/Receipt
9/20	Naukath Jones	\$168.00	Salary canvasser per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
6/1	no name/memo painting	\$100.00		Invoice/Receipt
7/16	norris sweet	\$20.00		Invoice/Receipt
10/18	off depot	\$52.19		Invoice/Receipt
8/5	off max	\$94.13		Invoice/Receipt
11/2	offi depot	\$58.97		Invoice/Receipt
10/12	Omari Logan	\$75.00	Salary canvasser per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/4	Omari Logan	\$50.00	Salary canvasser per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.

				invoices, or receipts.
11/23	Omari Logan	\$50.00	Salary canvasser per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
11/10	Omari Logan	\$62.50	Salary canvasser per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
9/28	Omari Logan	\$75.00	Salary canvasser per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/15	Omari Logan	\$75.00	Salary canvasser per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
11/18	Omari Logan	\$75.00	Salary canvasser per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
11/18	Omari Logan	\$75.00	Salary canvasser per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
11/10	Omari Logan	\$112.50	Salary canvasser per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/22	omnip halher	\$175.00	Salary per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
8/2	Online Sig	\$58.64		Invoice/Receipt
8/30	online sig	\$98.71		Invoice/Receipt
10/5	Onnyx Walker	\$31.65	Office help per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/28	Onnyx Walker	\$75.00	Office help per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
11/1	Onnyx Walker	\$79.36	Office help per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/19	Onnyx Walker	\$116.49	Office help per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
8/17	Pacific	\$1,344.50		Invoice/Receipt
8/16	port of sa	\$5.25		Invoice/Receipt
11/1	premier	\$51.75		Invoice/Receipt
10/27	premier	\$148.92		Invoice/Receipt
10/19	Premier Political Communications	\$50.00		Invoice/Receipt
10/22	Premier Political Communications	\$250.00	Robo calls per Sch E f460	Invoice/Receipt
3/29	Progressive Era Project	\$40.00		Invoice/Receipt
8/16	Progressive Era Project	\$40.00		Invoice/Receipt
11/4	Progressive Era Project	\$120.00		Invoice/Receipt
10/12	Ramona Collie	\$50.00	Salary canvass per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/19	Ramona Collie	\$50.00	Salary canvass per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/12	Ramona Collie	\$50.00	Salary canvass per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/15	Ramona Collie	\$100.00	Salary canvass per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
8/20	Raychell Howard	\$160.00	Part time help per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
8/13	Raychell Howard	\$190.00	Part time help per Sch E f461	Contract, timesheets, form 1099s, invoices, or receipts.
8/27	Raychell Howard	\$160.00	Part time help per Sch E f462	Contract, timesheets, form 1099s, invoices, or receipts.
9/3	Raychell Howard	\$160.00	Part time help per Sch E f463	Contract, timesheets, form 1099s, invoices, or receipts.
9/10	Raychell Howard	\$160.00	Part time help per Sch E f464	Contract, timesheets, form 1099s,

				invoices, or receipts.
9/17	Raychell Howard	\$160.00	Part time help per Sch B f465	Contract, timesheets, form 1099s, invoices, or receipts.
9/27	Raychell Howard	\$150.00	Part time help per Sch B f466	Contract, timesheets, form 1099s, invoices, or receipts.
10/1	Raychell Howard	\$160.00	Part time help per Sch B f467	Contract, timesheets, form 1099s, invoices, or receipts.
10/12	Raychell Howard	\$320.00	Part time help per Sch B f468	Contract, timesheets, form 1099s, invoices, or receipts.
10/18	Raychell Howard	\$350.00	Part time help per Sch B f469	Contract, timesheets, form 1099s, invoices, or receipts.
10/22	Raychell Howard	\$445.00	Part time help per Sch B f470	Contract, timesheets, form 1099s, invoices, or receipts.
8/18	renaissance	\$175.00	Night out advertisement per Sch B f460	Invoice/Receipt
10/29	Renita Bram	\$50.00	Salary canvass Sch B f460	Contract, timesheets, form 1099s, invoices, or receipts.
9/29	Renita Abram	\$75.00	Salary canvass Sch B f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/4	Renita Abram	\$75.00	Salary canvass Sch B f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/14	Renita Abram	\$75.00	Salary canvass Sch B f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/15	Renita Abram	\$75.00	Salary canvass Sch B f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/5	Renita Abram	\$100.00	Salary canvass Sch B f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/14	Renita Abram	\$100.00	Salary canvass Sch B f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/25	Renita Abram	\$125.00	Salary canvass Sch B f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/29	Renita Abram	\$125.00	Salary canvass Sch B f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/19	Renita Abram	\$50.00	Salary canvass Sch B f460	Contract, timesheets, form 1099s, invoices, or receipts.
11/4	Renita Abram	\$50.00	Salary canvass Sch B f460	Contract, timesheets, form 1099s, invoices, or receipts.
12/27	replacement ok - Raychelle howard	\$430.00		Invoice/Receipt
8/30	restaurant	\$333.51		Invoice/Receipt
6/23	restaurant 100 w	\$33.20		Invoice/Receipt
10/8	Richard Fowler	\$93.75	Salary canvass Sch B f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/7	Richard Fowler	\$12.50	Salary canvass Sch B f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/7	Richard Fowler	\$25.00	Salary canvass Sch B f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/7	Richard Fowler	\$25.00	Salary canvass Sch B f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/18	Richard Fowler	\$40.00	Salary canvass Sch B f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/15	Richard Fowler	\$70.00	Salary canvass Sch B f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/6	Richard Fowler	\$75.00	Salary canvass Sch B f460	Contract, timesheets, form 1099s, invoices, or receipts.
9/21	rita dunn	\$342.00		Invoice/Receipt
9/20	Robin Robinson	\$432.00	Salary canvasser per Sch B f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/19	Robyn Bell	\$25.00		

	Brannon			Invoice/Receipt
10/13	Ronnie Helen	\$25.00		Invoice/Receipt
10/28	Ronnie Helen	\$25.00		Invoice/Receipt
10/12	Sabrina Porter	\$100.00	Salary canvass per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/18	Sabrina Porter	\$25.00	Salary canvass per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/18	Sabrina Porter	\$25.00	Salary canvass per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/12	Sabrina Porter	\$50.00	Salary canvass per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/15	Sabrina Porter	\$50.00	Salary canvass per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/18	Sabrina Porter	\$75.00	Salary canvass per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/4	Sabrina Porter	\$100.00	Salary canvass per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
9/29	Sabrina Porter	\$75.00	Salary canvass per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/8	Safeway	\$9.02		Invoice/Receipt
11/2	Safeway	\$15.88		Invoice/Receipt
9/20	Safeway	\$16.82		Invoice/Receipt
7/9	Safeway	\$0.05		Invoice/Receipt
10/8	seneva malepeal	\$25.00		Invoice/Receipt
10/5	senior action network	\$110.00	Ads per Sch E f460	Invoice/Receipt
10/22	Sentara Talton	\$100.00	Salary per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
8/6	st dept elections	\$260.50		Invoice/Receipt
10/21	sfdpt	\$2.25		Invoice/Receipt
9/29	sfdpt meter	\$1.50		Invoice/Receipt
8/19	sfmta	\$2.00		Invoice/Receipt
10/25	shell	\$33.54		Invoice/Receipt
10/8	Sineva Malepeai	\$125.00	Salary Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
9/20	Sineva Malepeai	\$378.00	Salary Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
8/27	smartfinal	\$104.67	Snack for walkers Sch E f460	Invoice/Receipt
7/7	st finn barr	\$30.00		Invoice/Receipt
10/29	St marys	\$7.00		Invoice/Receipt
10/19	Star Puaali savaii	\$25.00	Salary per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
9/28	Star Puaali savaii	\$25.00	Salary per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/4	Star Puaali savaii	\$50.00	Salary per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/29	Star Puaali savaii	\$75.00	Salary per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/22	Star Puaali savaii	\$100.00	Salary per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/12	Star Puaali savaii	\$50.00	Salary per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
9/30	Star Puaali savaii	\$75.00	Salary per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/5	Star Puaali savaii	\$100.00	Salary per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/15	Star Puaali savaii	\$75.00	Salary per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.

				invoices, or receipts.
10/27	Star Puaali savaii	\$50.00	Salary per Sch B f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/12	Star Puaali savaii	\$75.00	Salary per Sch B f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/5	starbucks	\$14.90		Invoice/Receipt
10/18	starbucks	\$17.10		Invoice/Receipt
6/15	subway	\$99.95		Invoice/Receipt
10/25	target	\$100.25		Invoice/Receipt
10/8	Tariv Logan	\$25.00		Invoice/Receipt
9/27	Tariv Logan	\$50.00		Invoice/Receipt
10/12	Tariv Logan	\$50.00		Invoice/Receipt
9/29	Tariv Logan	\$75.00		Invoice/Receipt
10/12	Tariv Logan	\$75.00		Invoice/Receipt
10/12	Tariv Logan	\$75.00		Invoice/Receipt
10/4	Tariv Logan	\$75.00		Invoice/Receipt
10/18	Tariv Logan	\$75.00		Invoice/Receipt
10/18	Tariv Logan	\$75.00		Invoice/Receipt
10/4	The old cl	\$41.06		Invoice/Receipt
11/1	Thomas Mayfield	\$2,100.00	Salary canvasser per Sch B f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/20	ucnw	\$40.00		Invoice/Receipt
9/29	union bank - atm withdrawal	\$80.00		Invoice/Receipt
10/18	union bank withdrawal	\$20.00		Invoice/Receipt
10/1	union bank withdrawal	\$60.00		Invoice/Receipt
10/4	union bank withdrawal	\$60.00		Invoice/Receipt
6/29	usps	\$23.76		Invoice/Receipt
6/28	usps	\$47.26		Invoice/Receipt
10/13	Verla Williams	\$125.00	Salary canvasser per Sch B f460	Contract, timesheets, form 1099s, invoices, or receipts.
9/30	Verla Williams	\$50.00	Salary canvasser per Sch B f460	Contract, timesheets, form 1099s, invoices, or receipts.
9/27	Verla Williams	\$75.00	Salary canvasser per Sch B f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/4	Verla Williams	\$75.00	Salary canvasser per Sch B f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/21	Verla Williams	\$25.00	Salary canvasser per Sch B f460	Contract, timesheets, form 1099s, invoices, or receipts.
11/5	Verla Williams	\$50.00	Salary canvasser per Sch B f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/6	Verla Williams	\$75.00	Salary canvasser per Sch B f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/15	Verla Williams	\$75.00	Salary canvasser per Sch B f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/26	Verla Williams	\$100.00	Salary canvasser per Sch B f460	Contract, timesheets, form 1099s, invoices, or receipts.
11/1	Verla Williams	\$125.00	Salary canvasser per Sch B f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/8	Wai Li	\$386.00	Salary canvasser per Sch B f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/13	Wai Li	\$403.00	Salary canvasser per Sch B f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/26	Wai Li	\$621.50	Salary canvasser per Sch B f460	Contract, timesheets, form 1099s, invoices, or receipts.

				invoices, or receipts.
5/28	walgreen	\$5.00		Invoice/Receipt
7/28	walgreens	\$3.27		Invoice/Receipt
8/26	walgreens	\$36.70		Invoice/Receipt
10/25	walgreens	\$39.71		Invoice/Receipt
11/1.	walgreens	\$76.65		Invoice/Receipt
10/5	Washington Lisa	\$25.00	Salary canvass per Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/12	webxin zeng	\$25.00		Invoice/Receipt
9/27	wilmes com	\$54.75		Invoice/Receipt
10/19	Wonie Barnes	\$118.61	Salary office help Sch E f460	Contract, timesheets, form 1099s, invoices, or receipts.
10/14	Xiaohua Ma	\$50.00		Invoice/Receipt
10/25	xtra oil	\$40.00		Invoice/Receipt
8/26	yahoo	\$24.95		Invoice/Receipt
6/29	yellow cab	\$14.10		Invoice/Receipt
5/25	zazzle.com	\$4.67		Invoice/Receipt
	Total	\$61,872.84		

Huang1, Angeles

From: Huang1, Angeles
Sent: Wednesday, May 28, 2014 11:45 AM
To: lynettesweet@aol.com
Cc: Huang1, Angeles
Subject: FW: Ethics Commission - Draft Audit Report
Attachments: letter re audit report Sweet Lynette.docx; Audit Report Draft- Sweet Lynette.docx; Attachment B.docx; Attachment A - audit report.xlsx; March 2011 L Sweet Cte.pdf

Dear Ms. Sweet,

Per our conversation of this morning, I am sending the draft audit report and other documents that were sent to you on May 13, 2014 (please see email below).

As I mentioned in my telephone conversation with you, the Commission would like to assist you to close the Sweet for Supervisor 2010 Committee because it has been inactive. For this purpose, the Commission needs your bank statements until the month you close the bank account or until the ending balance reached a zero balance.

I have attached to this email the last bank statement submitted for the audit. The bank statement is for March 2011, and it shows a balance of \$1,752.62.

If you do not have the Committee's bank statements, please contact your bank and ask them to send you photocopies of your bank statements. In general, banks provide this service to their customer free of charge.

In addition, the Commission needs additional supporting documentation for expenses and contributions reported in Form 460. Please see attached documents for detailed information.

The deadline for documents submission is May 30, 2014 no later than 5 p.m. If you need additional time, please contact me by phone 415-252-3100 or by email angeles.huang1@sfgov.org to request an extension of the deadline.

Should you have any questions, please do not hesitate to contact me.

Thank you.

Angeles Huang
Public Finance Auditor
San Francisco Ethics Commission
415-252-3100 (P)
415-252-3112 (F)
Angeles.Huang1@sfgov.org
www.sfethics.org

From: Huang1, Angeles
Sent: Tuesday, May 13, 2014 4:13 PM
To: lynettesweet@aol.com
Cc: Huang1, Angeles
Subject: Ethics Commission - Draft Audit Report

Dear Ms. Sweet:

This email is in regards to the audit of the Sweet for Supervisor 2010 committee. The audit is near completion, and the Commission needs additional documentation/information from you. Attached please find the following documents:

- Letter Regarding Audit Report.
- Draft Audit Report
- Attachment A
- Attachment B

As stated in the attached letter regarding audit report, there are two material findings and other issues with respect to the audit. Before issuing the audit report, the Commission would like to give the Committee the opportunity to provide further documentation and/or comments for inclusion in the audit report. Please provide the documentation and/or comments no later than May 30, 2014.

Your Committee has not terminated, and it has not filed any campaign statements after its last statement covering through 12/31/10. If you need assistance filing campaign statements, we encourage you to contact the Commission for assistance. For the audit, your Committee submitted bank statements/records covering through December 2010; thus, you will need to bring bank statements/records for subsequent years so that staff may assist you in terminating your committee.

Please let me know if you have any questions.

Regards,
Angeles Huang
Public Finance Auditor
San Francisco Ethics Commission
415-252-3100 phone
415-252-3112 fax
Angeles.huang1@sfgov.org



Please attach remittance to payment and mail to the following lockbox address:

Clear Channel Outdoor
File #30005
P.O. Box 60000
San Francisco, CA 94160-0001

Sweet for Supervisor 2010
PO Box 880213
San Francisco, CA 94188-0213
USA

INVOICE

10/1
Betty 12/27

Please direct questions regarding this invoice to:
Clear Channel Oakland/San Francisco
555 12th Street
Suite 950
Oakland, CA 94607

Tel: 510-835-5900

Invoice Number: 72016666

Invoice Date: 9/21/2010

Customer Number: 223699

Terms: Net 30 Days

Agency:

Reference Number:

Account Executive: Geoffrey Shiflet

Contract Number
010013584

Advertiser Name
Sweet for Supervisor 2010

Brand

Description	Invoice Period	# of Units	Amount
Posters	9/13/2010 - 10/10/2010	5	\$2,500.00
Daly City, 001041 - Bayshore Blvd ES 245ft N/O Geneva F/N - 1		0	\$0.00
San Francisco, 001040 - Bayshore Blvd WS 400ft S/O Sunnydale F/S - 2		0	\$0.00
San Francisco, 001619 - 3rd St ES 30ft S/O Cesar Chavez F/N - 2		0	\$0.00
San Francisco, 001635 - 3rd St WS 50ft N/O Armstrong F/S - 1		0	\$0.00
San Francisco, 001587 - 16th St SS 150ft E/O South Van Ness F/E - 1		0	\$0.00

Net Amount Due: \$2,500.00

REMITTANCE

Invoice Date: 09/21/2010

Customer Name: Sweet for Supervisor 2010

Customer Number: 223699

Advertiser: Sweet for Supervisor 2010

Invoice Number: 72016666

Contract Number:

010013584

Remittance Amount:

\$2,500.00

To ensure proper credit for your payment, please include this remittance.



Please mail to: Clear Channel Outdoor
File #30005
P.O. Box 60000
San Francisco, CA 94160-0001



Sales Address

3rd St ES 30ft S/O Cesar Chavez F/N - 2
3rd St WS 60ft N/O Armstrong F/S - 1
16th St SS 150ft E/O South Van Ness F/E - 1
Bayshore Blvd WS 400ft S/O Sunnydale F/S - 2
Bayshore Blvd ES 245ft N/O Geneva F/N - 1

Total Panels :

5



David Binder Research

44 Page Street, Suite 404 • San Francisco, California 94102
800-905-7330 • 415-621-7655 • F: 415-621-7663 • db-research.com

Invoice

Date	Invoice #
3.02.10	2226

BILL TO:

Lynette Sweet for Supervisor
Attn: Shane Mayer

Contact at DBR

Nick Johnson

ITEM	DESCRIPTION	QTY	RATE	AMOUNT
Fees	Telephone survey of 252 voters in San Francisco Supervisorial District 10 conducted February 20 th - 21 st , 2010. Cost includes creation of the survey instrument, top-line results, cross-tabulations, and analysis.		\$8,500.00	\$8,500.00
	3.15.10 - Partial payment of \$200			
	3.23.10 - Partial payment of \$1,000			
	5.06.10 - Partial payment of \$1,000			
	NOTE: Remaining balance of \$6,300:			
	8/13 ck # 144 2K			
	4,360			
	7/8 ck # 157 2,150			
	2,150			
Cheers!	TOTAL			\$8,500.00



David Binder Research

Invoice

Date	Invoice #
3.02.10	2226

BILL TO:

Lynette Sweet for Supervisor
Attn: Shane Mayer

Contact at DBR
Nick Johnson

ITEM	DESCRIPTION	QTY	RATE	AMOUNT
Fees	Telephone survey of 252 voters in San Francisco Supervisorial District 10 conducted February 20 th - 21 st , 2010. Cost includes creation of the survey instrument, top-line results, cross-tabulations, and analysis.		\$8,500.00	\$8,500.00

SWEET FOR SUPERVISOR 2610
 1785 PACIFIC AVE SUITE 12
 SAN FRANCISCO, CA 94109

18-48-108
 (1220)

April 29, 2010

PAY TO THE ORDER OF: David Binder Research \$1,000.00

One Thousand DOLLAR

UnionBank
 payable at any Union Bank branch including
 400 California Street, San Francisco, CA 94104
 (415) 239-4444, ufbank.com

FOR: Telephone Survey of 252

125

\$8,500.00

1220004981 4091152845 0125

1 John St. Croix
2 Executive Director
3 San Francisco Ethics Commission
4 25 Van Ness Avenue, Suite 220
5 San Francisco, CA 94102
6 (415) 252-3100

BEFORE THE SAN FRANCISCO
ETHICS COMMISSION

7
8 In the Matter of:

9 ETHICS COMPLAINT NO. 19-131115
10
11

ACCUSATION

12
13 This document has been issued pursuant to Section IX.A of the San Francisco Ethics
14 Commission Regulations for Investigations and Enforcement Proceedings ("Regulations").

15 This Accusation is a public document.

16 **DATE ISSUED:** February 5, 2015

17 **COMPLAINT NUMBER:** 19-131115

18 **RESPONDENTS:** Lynette Sweet and Sweet for Supervisor 2010
19

20 **INTRODUCTION**

21 On January 26, 2015, the Ethics Commission ("the Commission") held a Probable Cause
22 Hearing concerning the complaint described herein, and determined that there is probable cause to
23 believe that Lynette Sweet and Sweet for Supervisor 2010 ("Respondents") committed eight violations
24 of the California Government Code and two violations of the San Francisco Campaign and
25 Governmental Conduct Code.
26

27 During the course of its investigation, staff determined that there was reason to believe that
28 Respondents committed eight violations of the California Government Code by:

- failing to file campaign disclosure statements (Recipient Committee Campaign Statement Form 460s); and
- failing to maintain campaigns records.

During the course of its investigation, staff also determined that there was reason to believe that Respondents committed two violations of the San Francisco Campaign and Governmental Conduct Code by:

- failing to pay accrued expenses within 180 days after services were rendered.

I. BACKGROUND & PROCEDURAL HISTORY

A. BACKGROUND

This matter concerns a publicly-funded candidate for Supervisor, Respondent Lynette Sweet, who failed to comply with basic requirements under state and local campaign law. Perhaps most serious among Respondents' violations is the failure to maintain adequate campaign records, as this failure prevents the Ethics Commission from confirming that public funds were in fact used for legitimate campaign purposes. The relevant facts regarding this violation and Respondent's other violations follows.

On January 27, 2010, Lynette Sweet formed the committee "Sweet for Supervisor 2010" ("the Committee") as a candidate controlled committee for the purpose of her candidacy for District 10 Supervisor in the November 2010 election. In the course of the campaign, Respondents qualified for the City's public financing program and received \$57,438.96 in public funds in support of Ms. Sweet's candidacy. On January 28, 2011, Respondents filed the Committee's most recent campaign disclosure statement, a Form 460 that covered the reporting period from October 17 to December 31, 2010. On that Form 460, Respondents reported receiving \$71,398.92 in total contributions, and making \$127,549.59 in total expenditures in 2010. Respondents also reported an ending cash balance of \$1,991.89, and outstanding debts in the amount of \$2,150.00. There was no indication on that Form

460 that it was a termination statement, and Respondents did not file a separate termination statement,
a Form 410 indicating that the Committee ended all of its activity. Since January 28, 2011,
Respondents have not filed any additional campaign statements.

B. PROCEDURAL HISTORY

Respondents were informed by letter dated March 9, 2011, that the Committee was subject to a
mandatory audit because it received public funds. That letter instructed Respondents that all
Committee records should have been provided to the Commission by February 1, 2011, but that the
Ethics Commission had not received any records to date. Commission staff proceeded with the audit
without all necessary documents. By letter dated June 27, 2013, Respondents were notified that there
were many expenses reported by the Committee for which Respondents did not submit any type of
documentation, and the Ethics Commission provided Respondents with a list of those expenses. On
May 13 and 28, 2014, Respondents were notified by email that the documentation requested to
evidence certain expenses and contributions reported by the Committee had not been provided during
the audit process. In total, the audit determined that documentation for \$61,791.33 in expenditures and
for \$8,750 in contributions was not maintained by the Committee and were not provided to the Ethics
Commission. On July 17, 2014, a final audit report was issued and Respondents did not provide any
response to the audit report. The audit report contained three material findings that form the basis of
the allegations presented herein.

The Ethics Commission held a probable cause hearing regarding this matter on January 26,
2015, and determined that there was probable cause to believe that Respondents committed all ten
violations as presented in the Probable Cause Report. Respondents did not attend the Probable Cause
Hearing and did not submit a response to the Probable Cause Report.

II. ALLEGED VIOLATIONS OF LAW

In the Probable Cause Report, staff presented the following ten counts against Respondents.

1 A. Counts 1 through 7 – Seven Violations of California Government Code, section

2 84200(a)

3 California Government Code, section 84200(a), incorporated into local law by San Francisco
4 Campaign and Governmental Conduct Code, section 1.106, provides that elected officers, candidates,
5 and committees pursuant to California Government Code, section 82013(a), shall file semi-annual
6 statements each year no later than July 31 for the period ending June 30, and no later than January 31
7 for the period ending December 31. California Government Code, section 84214, states that
8 committees and candidates that qualify as a committee under California Government Code, section
9 82013(a), must terminate their filing obligations by addressing any outstanding cash balance and/or
10 debts and by filing a separate termination statement, using the Form 410.

12 On January 28, 2011, Respondents reported that the Committee still had an ending cash
13 balance of \$1,991.89, and outstanding debts in amount of \$2,150.00. Respondents never wound down
14 its financial affairs or formally terminated the Committee as required by state law. Respondents did
15 not file any required Form 460 for any reporting period following the Committee's most recent filing
16 of January 28, 2011. California Government Code, section 84200(a), requires that Respondents
17 continue to file semi-annual Form 460s on every January 31 for the reporting period of July through
18 December and on every July 31 for the reporting period of January through June until the Committee
19 is formally terminated. Respondents did not file any of the required semi-annual statements as of the
20 time of the Probable Cause Hearing. Respondents last filed a Form 460 on January 28, 2011, for the
21 period ending December 31, 2010, and Respondent's filing obligation for the Committee continues
22 until the Committee is formally terminated.
23
24
25
26
27
28

1 **Count 1.** By failing to file the required semi-annual Form 460 covering the reporting
2 period of January through June 2011 by August 1, 2011, Respondents committed one
3 violation of California Government Code, section 84200(a).¹

4 **Count 2.** By failing to file the required semi-annual Form 460 covering the reporting
5 period of July through December 2011 by January 31, 2012, Respondents committed one
6 violation of California Government Code, section 84200(a).

7 **Count 3.** By failing to file the required semi-annual Form 460 covering the reporting
8 period of January through June 2012 by July 31, 2012, Respondents committed one
9 violation of California Government Code, section 84200(a).

10 **Count 4.** By failing to file the required semi-annual Form 460 covering the reporting
11 period of July through December 2012 by January 31, 2013, Respondents committed one
12 violation of California Government Code, section 84200(a).

13 **Count 5.** By failing to file the required semi-annual Form 460 covering the reporting
14 period of January through June 2013 by July 31, 2013, Respondents committed one
15 violation of California Government Code, section 84200(a).

16 **Count 6.** By failing to file the required semi-annual Form 460 covering the reporting
17 period of July through December 2013 by January 31, 2014, Respondents committed one
18 violation of California Government Code, section 84200(a).

19 **Count 7.** By failing to file the required semi-annual Form 460 covering the reporting
20 period of January through June 2014 by July 31, 2014, Respondents committed one
21 violation of California Government Code, section 84200(a).

22
23
24
25
26
27 ¹ The deadline of July 31, 2011, was a Sunday, making the filing deadline the next business
28 day.

1 **B. Count 8 – One violation of California Government Code, section 84104**

2 California Government Code, section 84104, states campaign committees must maintain
3 detailed accounts, records, bills, and receipts necessary to prepare campaign statements, to establish
4 that campaign statements were properly filed. San Francisco Campaign and Governmental Conduct
5 Code, section 1.109, requires records to be maintained for a period of four years.

6 By letter on June 27, 2013, Respondents were notified that the Committee reported expenses
7 for which Respondents did not submit any type of documentation. On May 28, 2014, Respondents
8 were notified again that documentation to support certain reported expenses and contributions had not
9 been provided during the audit process. In total, documentation to evidence \$61,791.33 in
10 expenditures and \$8,750 in contributions was never provided to the Ethics Commission by
11 Respondents.
12

13 **Count 8.** By failing to maintain campaign records for \$61,791.33 in expenditures and for
14 \$8,750 in contributions, Respondents committed one violation of California Government Code,
15 section 84104.
16

17 **C. Count 9 and 10 – Two violations of San Francisco Campaign and Governmental**
18 **Conduct Code, section 1.118.**

19 San Francisco Campaign and Governmental Conduct Code, section 1.118, provides that a
20 candidate committee that accepts goods or services on credit shall pay for such accrued expenses in
21 full no later than 180 calendar days after receipt of a bill or invoice and in no event later than 180
22 calendar days after the last calendar day of the month in which the goods were delivered or the
23 services were rendered, unless it is clear from the circumstances that the failure to pay is reasonably
24 based on a good faith dispute.
25

26 As of the issuance of the audit report, no documentation was provided to the Ethics
27 Commission showing that two expenditures totaling \$4,650 were paid within 180 days of incurring the
28

1 expenses. The two unpaid expenditures were to Clear Channel for posters and advertisements in the
2 amount of \$2,500; and to David Binder Research for a telephone survey in the amount of \$2,150. The
3 expense to Clear Channel was incurred on September 21, 2010; and the expense to David Binder
4 Research was incurred on March 2, 2010, which was only partially paid.

5 **Count 9.** Because the expense to Clear Channel was not paid in full within 180 of the date of
6 the invoice, Respondents committed one violation of San Francisco Campaign and
7 Governmental Conduct Code, section 1.118.

8 **Count 10.** Because the expense to David Binder Research was not paid in full within 180 days
9 of the invoice, Respondent committed one violation of San Francisco Campaign and
10 Governmental Conduct Code, section 1.118.
11

12
13 **III. ADDRESS FOR ALL SERVICE OR DELIVERY**

14 Wherever the Regulations require service on or delivery to the Commission, the Chairperson,
15 its members, or the Executive Director, service and delivery shall be effected at the Commission
16 office:
17

18 San Francisco Ethics Commission
19 Attn: *Enforcement Division*
20 25 Van Ness Avenue, Suite 220
21 San Francisco, CA 94102

22 Dated: 2/5/15



23 JOHN ST. CROIX, Executive Director
24 San Francisco Ethics Commission
25
26
27
28



ETHICS COMMISSION CITY AND COUNTY OF SAN FRANCISCO

BENEDICT Y. HUR
CHAIRPERSON

PAUL A. RENNE
VICE-CHAIRPERSON

BRETT ANDREWS
COMMISSIONER

BEVERLY HAYON
COMMISSIONER

PETER KEANE
COMMISSIONER

JOHN ST. CROIX
EXECUTIVE DIRECTOR

Via US Mail and Electronic Mail

Lynette Sweet
Sweet for Supervisor 2010 Committee
25 Rebecca Lane
San Francisco, CA 94124
lynettesweet@aol.com

March 13, 2015

Re: Ethics Complaint No. 19-131115 – Notice of Hearing on the Merits

Dear Ms. Sweet:

You are hereby notified that a hearing will be held before the Ethics Commission at Room 400 on the 27th day of April 2015, at the hour of 5:30 PM, at City Hall, 1 Dr. Carlton B. Goodlett Place, San Francisco, California 94102, upon the charges made in the attached accusation. You may be present at the hearing, may, but need not, be represented by counsel, may present any relevant evidence, and will be given an opportunity to cross-examine all witnesses testifying against you. You may request the issuance of subpoenas to compel the attendance of witnesses and the production of books, documents or other things by applying to the Commission on or before Tuesday, April 7, 2015.

Pursuant to the Ethics Commission Regulations for Investigations and Enforcement Proceedings, section X.C, I must, and you may, submit a hearing brief that outlines the legal arguments and evidence and witnesses to be presented at the hearing. If you choose to submit a hearing brief, it must be submitted by Tuesday, April 7, 2015. I have enclosed the hearing brief, accusation, and a copy of the Regulations.

If you have any questions regarding this matter, please call Garrett Chatfield at (415) 252-3100.

Sincerely,


John St. Croix
Executive Director

Chatfield, Garrett (ETH)

From: Chatfield, Garrett (ETH)
Sent: Friday, April 10, 2015 8:57 AM
To: 'lynettesweet@aol.com'
Subject: Ethics Complaint No. 19-131115

Dear Ms. Sweet:

On March 13, 2015, you were notified in the email below of a hearing to be held regarding the above referenced matter on April 27, 2015. This email is to notify you that the hearing for April 27, 2015, will not be held and you are not required to attend on that date. You will be notified of a new hearing date.

You have not responded to the Ethics Commission regarding this matter, and correspondence that we have sent to your last known address has been returned. Please contact me to discuss this matter.

Regards,

Garrett Chatfield
San Francisco Ethics Commission
City and County of San Francisco
25 Van Ness Avenue, Suite 220
San Francisco, CA 94102
(P) 415.252.3100/(F) 415.252.3124
garrett.chatfield@sfgov.org
<http://www.sfethtics.org>

CONFIDENTIALITY NOTICE: This communication with its contents may contain confidential and/or legally privileged information. It is solely for the use of the intended recipient(s). Unauthorized interception, review, use or disclosure is prohibited and may violate applicable laws including the Electronic Communications Privacy Act. If you are not the intended recipient, please contact the sender and destroy all copies of the communication.

From: Chatfield, Garrett (ETH)
Sent: Friday, March 13, 2015 2:15 PM
To: 'lynettesweet@aol.com'
Subject: Ethics Complaint No. 19-131115 – Notice of Hearing on the Merits

Dear Ms. Sweet:

You are hereby notified that a hearing will be held before the Ethics Commission at Room 400 on the 27th day of April 2015, at the hour of 5:30 PM, at City Hall, 1 Dr. Carlton B. Goodlett Place, San Francisco, California 94102, upon the charges made in the attached accusation. You may be present at the hearing, may, but need not, be represented by counsel, may present any relevant evidence, and will be given an opportunity to cross-examine all witnesses testifying against you. You may request the issuance of subpoenas to compel the attendance of witnesses and the production of books, documents or other things by applying to the Commission on or before Tuesday, April 7, 2015.

Pursuant to the Ethics Commission Regulations for Investigations and Enforcement Proceedings, section X.C, the Executive Director must, and you may, submit a hearing brief that outlines the legal arguments and evidence and

witnesses to be presented at the hearing. If you choose to submit a hearing brief, it must be submitted by Tuesday, April 7, 2015.

All documents attached to this message were also mailed to you today.

Regards,

Garrett Chatfield
San Francisco Ethics Commission
City and County of San Francisco
25 Van Ness Avenue, Suite 220
San Francisco, CA 94102
(P) 415.252.3100/(F) 415.252.3124
garrett.chatfield@sfgov.org
<http://www.sfethics.org>

CONFIDENTIALITY NOTICE: This communication with its contents may contain confidential and/or legally privileged information. It is solely for the use of the intended recipient(s). Unauthorized interception, review, use or disclosure is prohibited and may violate applicable laws including the Electronic Communications Privacy Act. If you are not the intended recipient, please contact the sender and destroy all copies of the communication.



ETHICS COMMISSION CITY AND COUNTY OF SAN FRANCISCO

COPY

PAUL A. RENNE
CHAIRPERSON

Via Personal Service

BRETT ANDREWS
VICE-CHAIRPERSON

Lynette Sweet
25 Rebecca Lane
San Francisco, CA 94124

BEVERLY HAYON
COMMISSIONER

BENEDICT Y. HUR
COMMISSIONER

July 15, 2015

PETER KEANE
COMMISSIONER

Re: Ethics Complaint No. 19-131115 – Notice of Hearing on the Merits

Dear Ms. Sweet:

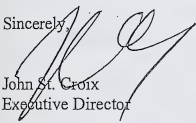
JOHN ST. CROIX
EXECUTIVE DIRECTOR

You are hereby notified that a hearing will be held before the Ethics Commission at Room 400 on the 28th day of September, 2015, at the hour of 5:30 PM, at City Hall, 1 Dr. Carlton B. Goodlett Place, San Francisco, California 94102, upon the charges made in the attached accusation. You may be present at the hearing, may, but need not, be represented by counsel, may present any relevant evidence, and will be given an opportunity to cross-examine all witnesses testifying against you. You may request the issuance of subpoenas to compel the attendance of witnesses and the production of books, documents or other things by applying to the Commission on or before Tuesday, September 8, 2015.

Pursuant to the Ethics Commission Regulations for Investigations and Enforcement Proceedings, section X.C, I must, and you may, submit a hearing brief that outlines the legal arguments and evidence and witnesses to be presented at the hearing. If you choose to submit a hearing brief, it must be submitted by Tuesday, September 8, 2015. I have enclosed the complainant's hearing brief, accusation, and a copy of the Regulations.

If you have any questions regarding this matter, please call Garrett Chatfield at (415) 252-3100.

Sincerely,


John St. Croix
Executive Director

Attorney or party without attorney (name and address): JOHN ST. CROIX SAN FRANCISCO ETHICS COMMISSION 25 VAN NESS AVENUE, SUITE 220 SAN FRANCISCO, CA 94102-		Telephone No: (415) 252-3100	For Court Use Only
Attorney for (name): PLAINTIFF(S)			
Insert name of court and name of judicial district and branch court, if any: BEFORE THE SAN FRANCISCO ETHICS COMMISSION			
Plaintiff: SAN FRANCISCO ETHICS COMMISSION			
Defendant: LYNETTE SWEET, SWEET FOR SUPERVISOR 2010,			
Reference Number: SWEET	PROOF OF SERVICE		Case Number: 19-131115

At the time of service I was at least eighteen years of age and not a party to this action, and I served copies of the:
LETTER; COMPALINANT'S HEARING BRIEF

in the within action by personally delivering true copies thereof to the person served as follows:

Served: LYNETTE SWEET
By Serving: LYNETTE SWEET
Address: RESIDENCE
25 REBECCA LANE
SAN FRANCISCO, CA 94124-
Date of Service: 07/17/15
Time of Service: 9:27 AM

Person Serving (name, address, and telephone No.):

Todd Brenneck



P.O. Box #78154

San Francisco, California 94107

(415) 278-9978

Fee for service:

Registered California process server.

(1) Employee or independent contractor.

(2) Registration No: 1247

(3) County: San Francisco

(4) Reg. Exp. Date: May 28, 2016

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date: 07/17/15

Signature: _____

PROOF OF SERVICE



ETHICS COMMISSION
REGULATIONS FOR INVESTIGATIONS
AND ENFORCEMENT PROCEEDINGS

Effective Date: July 5, 1997

Includes technical amendments effective April 13, 2002;

Streamlined Process for Complaints Alleging a Failure to File Campaign Finance Disclosure

Reports effective August 15, 2004; amendments effective October 10, 2005;

amendments effective March 10, 2006; amendments effective November 10, 2006; amendments effective December 18, 2009; amendments effective January 8, 2010; amendments effective

November 11, 2011; and amendments effective March 29, 2013

Table of Contents

I.	Preamble.....	1
II.	Definitions.....	1
III.	Complaints	2
IV.	Review of Complaints.....	3
V.	Conduct of Investigations.....	4
VI.	Determination That There is Not Probable Cause to Believe a Violation of Law Has Occurred.....	5
VII.	Recommendation That There is Probable Cause to Believe a Violation of Law Has Occurred.....	6
VIII.	Probable Cause Hearing; Determination of Whether and How to Proceed with a Hearing on the Merits.....	7
IX.	Issuance of Accusation; Scheduling and Notice of Hearing on Merits	9
X.	Discovery; Hearing Briefs; Preliminary Matters	10
XI.	Discovery of Exculpatory Information and Dismissal of Complaint Prior to Hearing on the Merits.....	12
XII.	Hearing on the Merits	13
XIII.	Miscellaneous Provisions.....	15
XIV.	Stipulated Orders.....	20
XV.	Severability	21

I. PREAMBLE

These Regulations of the San Francisco Ethics Commission are promulgated in order to ensure the fair, just, and timely resolution of complaints presented to the Commission that allege violations of laws within the Commission's jurisdiction by:

1. Setting and maintaining objective standards for the investigation and prosecution of matters brought before the Commission;
2. Eliminating any political or improper influence in the investigation and prosecution of persons accused of ethics violations;
3. Protecting the privacy rights of those accused of ethics violations by maintaining the confidentiality of complaints filed with, and investigations conducted by, the Commission;
4. Setting and enforcing reasonable time limits within which enforcement proceedings should be completed;
5. Coordinating and sharing with other governmental agencies the responsibility for investigations and prosecutions of complaints, whenever consistent with the interests of justice;
6. Delegating to the Commission staff maximum discretion in the handling and resolution of complaints at staff level, while retaining oversight of those staff activities.

II. DEFINITIONS

For purposes of these Regulations, the following definitions shall apply:

- A. "Business day" means any day other than a Saturday, Sunday, City holiday, or a day on which the Commission office is closed for business.
- B. "City" means the City and County of San Francisco
- C. "Commission" means the Ethics Commission.
- D. "Complainant" means a person or entity that makes a complaint.
- E. "Credible" means offering reasonable grounds for being believed.
- F. "Day" means calendar day unless otherwise specifically indicated. If a deadline falls on a weekend or City holiday, the deadline shall be extended to the next working day.

G. "Deliver" means transmit by U.S. mail or personal delivery to a person or entity or to an agent authorized to accept delivery on behalf of the person or entity. For purposes of these Regulations, delivery may be made by leaving copies of the material with a responsible person at either the residence or place of business of the person or entity to whom the material is directed. The Commission, the Executive Director or a respondent receiving material may consent to any other means of delivery, including delivery by e-mail or fax. In any proceeding, following a determination of probable cause, the Commission Chair or designated Commissioner or hearing officer may order that delivery of briefs or other materials be accomplished by e-mail.

H. "Enforcement action" means an action pursuant to San Francisco Charter section C3.699-13.

I. "Exculpatory information" means information tending to show that the respondent is not guilty of the alleged violations.

J. "Executive Director" means the Executive Director of the Commission or the Executive Director's designee.

K. "Mitigating information" means information tending to excuse or reduce the significance of the respondent's conduct.

L. "Probable cause" means that based on the evidence presented there is reason to believe that the respondent committed a violation of law.

M. "Respondent" means a person or entity that is alleged in a complaint to have committed a violation of law.

N. "Stipulated order" means an order regarding a complaint the terms of which have been agreed to by both the Executive Director and the respondent.

O. "Violation of law" means a violation of City laws relating to campaign finance, lobbying, campaign consulting, conflicts of interest, or governmental ethics, and State laws relating to campaign finance, conflicts of interest, or governmental ethics, including, but not limited to: San Francisco Charter section 15.100 et seq. and Appendix C (ethics); the San Francisco Campaign and Governmental Conduct Code; the Political Reform Act of 1974, Government Code section 81000 et seq.; Government Code section 1090 et seq.; and Government Code section 3201, et seq.

III. COMPLAINTS

A. Formal Complaints.

1. Any person or entity may file a formal complaint alleging a violation of law. Formal complaints must be made in writing on a form specifically provided by the

Commission staff. Formal complaints must include the following information, upon the complainant's information and belief:

- (a) the name and address of the respondent;
- (b) the provision(s) of law allegedly violated;
- (c) the facts constituting the alleged violation(s);
- (d) the names and addresses of witnesses, if any; and
- (e) identification of documents or other evidence which may prove the facts constituting the alleged violation(s), if any.

2. Formal complaints may be filed anonymously. Any formal complaint not filed anonymously must be verified and signed by the complainant under penalty of perjury. If the complainant is an entity, the complaint must be verified and signed under penalty of perjury by an authorized officer or agent of the entity.

3. The Executive Director shall process and review all formal complaints following the process described in Section IV.

B. Informal Complaints. Any person or entity may file an informal complaint alleging a violation of law by submitting a complaint by telephone, in person, or in writing other than on the form prescribed by the Commission. The Executive Director shall have no obligation but has the discretion to process and review informal complaints.

C. Complaints Initiated by the Executive Director. The Executive Director may initiate complaints. These complaints need not conform to the requirements for formal complaints specified in subsection A of this Section.

D. Complaints Alleging a Violation of the Sunshine Ordinance. Any complaint that alleges a violation of the San Francisco Sunshine Ordinance shall be governed by the Ethics Commission Regulations for Violations of the Sunshine Ordinance.

IV. REVIEW OF COMPLAINTS

A. Preliminary Review. The Executive Director must conduct a preliminary review of each formal complaint. This inquiry may include reviewing relevant documents, communicating with the complainant, communicating with the respondent, and any other inquiry to determine whether a full investigation is warranted.

B. Dismissal of Complaint. Based on the allegations and information contained in a complaint, and the Executive Director's preliminary review, the Executive Director may dismiss the complaint if the allegations do not warrant further action for reasons that may include, but are not limited to:

1. Credible evidence clearly refutes the allegations.
2. The allegations, if true, do not constitute a violation of law within the Commission's jurisdiction.
3. The complaint contains an expression of opinions, rather than specific allegations.
4. The allegations contained in the complaint are already under investigation, or already have been resolved, by the Commission or another law enforcement agency.

If the Executive Director dismisses a complaint under this section, the Executive Director shall take no further action on the complaint, except that he or she may: 1) inform the complainant of the Executive Director's decision; 2) at his or her discretion, issue a warning letter to the respondent; or 3) at his or her discretion, refer the complaint to another agency for its appropriate action.

The Executive Director shall provide a monthly summary to the Commission of each complaint dismissed, including the reasons for dismissal, provided that such information shall comply with the confidentiality requirements of the Charter.

C. There is Reason to Believe a Violation May Have Occurred. If, based on the allegations and information contained in a complaint, and the Executive Director's preliminary review, the Executive Director determines that there is reason to believe that a violation of law may have occurred, the Executive Director shall immediately forward the complaint to the District Attorney and the City Attorney.

Within ten business days after receipt of the complaint, the District Attorney and City Attorney shall inform the Commission whether the District Attorney or City Attorney has initiated or intends to pursue an investigation of the complaint.

If neither the District Attorney nor City Attorney intends to pursue an investigation, the Executive Director shall, within 14 days of such notification, inform the complainant in writing of the action, if any, that he or she has taken or plans to take on the complaint, together with the reasons for such action or non-action. If the Executive Director has not informed the complainant of the action that he or she has taken or plans to take on the complaint within 14 days, the complainant shall be notified of the reasons for the delay and shall subsequently receive notification as provided above.

V. CONDUCT OF INVESTIGATIONS

A. Factual Investigation. The Executive Director's investigation may include, but shall not be limited to, the interview of the respondent(s) and any witnesses, the deposition of respondent(s) and/or witnesses, and the review of documentary and other evidence.

B. Subpoenas. During an investigation, the Executive Director may compel by subpoena the testimony of witnesses and the production of documents relevant to the investigation.

VI. DETERMINATION THAT THERE IS NOT PROBABLE CAUSE TO BELIEVE A VIOLATION OF LAW HAS OCCURRED

A. Executive Director Determination and Calendaring. If the Executive Director determines that there is not probable cause to believe that a violation of law has occurred, the Executive Director shall inform the Commission of that determination and provide clear and concise reasons supporting that determination. Thereafter any member of the Commission may cause the item to be calendared for consideration by the full Commission in a closed session at the next Commission meeting held no sooner than ten days after the date the Executive Director informs the Commission of the Executive Director's determination. A Commissioner's request that a complaint be calendared for consideration by the full Commission must be received by the Executive Director not less than five days prior to the date of the meeting, so that the Executive Director may comply with the applicable notice and agenda requirements.

B. Commission Decision Not to Dismiss. If the matter is calendared for consideration by the Commission, and if the Commission decides that there is reason to believe that a violation of law may have occurred, the Commission shall direct the Executive Director either to investigate the matter further or to prepare a probable cause report and schedule a probable cause hearing.

C. Commission Decision to Dismiss. If the matter is calendared for consideration by the Commission, and if the Commission decides that there is not reason to believe that a violation of law may have occurred, the Commission shall take no further action on the complaint other than: 1) inform the complainant and respondent of the Commission's decision; 2) at the Commission's discretion, issue a warning letter to the respondent; or 3) at the Commission's discretion, refer the complaint to another agency for its appropriate action.

D. Commission Decision Not to Calendar. If the Executive Director determines that there is not probable cause to believe that a violation of law has occurred, and if after the Executive Director informs the Commission of the determination the Commission does not calendar the matter for consideration pursuant to section VI(A), the Executive Director shall take no further action except that he or she may: 1) inform the complainant and respondent of the Executive Director's decision; 2) at his or her discretion, issue a warning letter to the respondent; or 3) at his or her discretion, refer the complaint to another agency for its appropriate action.

VII. RECOMMENDATION THAT THERE IS PROBABLE CAUSE TO BELIEVE A VIOLATION OF LAW HAS OCCURRED

A. Probable Cause Report. When the Executive Director determines there is probable cause to believe a violation of law has occurred, the Executive Director shall prepare a written “probable cause report” and schedule a probable cause hearing. The probable cause report shall contain a summary of the laws that the Executive Director believes the respondent(s) violated and evidence gathered through the investigation, including any exculpatory and mitigating information. In the probable cause report, the Executive Director may present statements including hearsay, declarations of investigators or others relating to the statements of witnesses, or the examination of physical evidence. Unless otherwise permitted by the Commission Chair or the Commission Chair’s designee for good cause shown, the probable cause report shall not exceed 25 pages excluding attachments.

B. Delivery of Probable Cause Report and Notice of Probable Cause Hearing. The Executive Director shall deliver to each respondent a copy of the probable cause report, with written notice of the date, time and location of the probable cause hearing, at least 45 days in advance of the hearing date. The notice shall inform each respondent that he or she has the right to be present and represented by counsel at the probable cause hearing.

C. Response to the Probable Cause Report.

1. Each respondent may submit a written response to the probable cause report. The response may contain legal arguments, a summary of evidence, and any mitigating or exculpatory information. Unless otherwise permitted by the Commission Chair or the Commission Chair’s designee for good cause shown, the response shall not exceed 25 pages excluding attachments.

2. Each respondent who submits a response must deliver the response no later than 20 days prior to the date of the probable cause hearing. Unless the parties agree to deliver materials by email, the respondent must deliver a total of eight copies of the response to the Executive Director. The Executive Director must then immediately distribute copies of the response to the Commission. The respondent must also deliver one copy of the response to every other respondent named in the probable cause report.

D. Rebuttal. The Executive Director may submit evidence or argument in rebuttal to a response. If the Executive Director chooses to do so the Executive Director must deliver the rebuttal to the Commission and each respondent named in the probable cause report no later than seven days prior to the date of the probable cause hearing. Unless otherwise permitted by the Commission Chair or the Commission Chair’s designee for good cause shown, the rebuttal shall not exceed ten pages excluding attachments.

VIII. PROBABLE CAUSE HEARING; DETERMINATION OF WHETHER AND HOW TO PROCEED WITH A HEARING ON THE MERITS

A. General Rules and Procedures.

1. Unless otherwise decided by the Commission, the Commission shall sit as a hearing panel to conduct the probable cause hearing. The Commission may assign one of its members to conduct the probable cause hearing and submit a report and recommendation to the Commission.
2. The hearing shall be closed to the public to the extent permitted by state law, unless the respondent requests that the probable cause hearing be held in public.
3. Unless otherwise decided by the Commission, formal rules of evidence shall not apply to the probable cause hearing. Neither the Executive Director nor the respondent(s) may present live witness testimony at the probable cause hearing.
4. The Commission may find that there is probable cause to believe a violation of law has occurred only if a person of ordinary caution and prudence would conclude, based on the evidence, that there is a reasonable ground to suspect that the respondent has committed the violation.

B. Probable Cause Determination.

1. If the Commission as a whole conducts the probable cause hearing, the Commission shall make the probable cause determination no later than 45 days after the date the hearing is concluded. If the Commission assigns one of its members to conduct the probable cause hearing, the assigned member shall submit a report and recommendation to the Commission no later than 30 days after the date the hearing concludes, and the Commission shall make the probable cause determination no later than 45 days after the assigned member delivers his or her report and recommendation.
2. A determination that there is probable cause to believe that a violation of law has occurred shall be based on the entire record of the proceedings. Each Commissioner who participates in the decision shall certify on the record that he or she personally heard or read the testimony (either in person or by listening to a tape or reading the transcript prepared by a court reporter) and reviewed the evidence, or otherwise reviewed the entire record.
3. The Commission shall not make a finding of probable cause if it is presented with clear and convincing evidence that, prior to the alleged violation:
 - (a) the respondent had requested and obtained a written opinion from the Commission;
 - (b) the respondent, in requesting the opinion, disclosed truthfully all the material facts pertinent to the case;
 - (c) the Commission or its staff issued a formal, written opinion with which both the District Attorney and City Attorney concurred; and

(d) the respondent committed the acts or violations alleged in the complaint in good-faith reliance upon the formal, written opinion of the Commission.

4. If the Commission determines that there is not probable cause to believe a violation has occurred, the Commission shall dismiss the complaint and take no further action on the complaint, except: 1) inform the complainant and each respondent of the Commission's decision; 2) at the Commission's discretion, issue a warning letter to the respondent; or 3) at the Commission's discretion, refer the complaint to another agency for its appropriate action.

5. If the Commission determines that there is probable cause to believe a violation of law has occurred, the Commission shall announce its determination in open session. The announcement shall contain a summary of the allegations for which the Commission determines there is probable cause to believe a violation of law has occurred and a cautionary statement that each respondent is presumed to be innocent unless and until such time that the allegations are proved in a subsequent hearing on the merits.

C. Determination How to Proceed with Hearing on Merits.

1. Following a determination of probable cause by the Commission, the Commission shall proceed with a hearing on the merits of the complaint. Unless otherwise decided by the Commission, the Commission shall sit as the hearing panel to hear the merits of the case. The Commission may also sit as the hearing panel to hear the case, with an outside hearing officer presiding, or designate an individual Commissioner or an outside hearing officer to hear the case and file a report and recommendation for decision by the Commission.

2. The Commission shall provide for resolution of preliminary matters in advance of the hearing on the merits. Unless otherwise decided by the Commission, the Commission Chair shall hear and decide preliminary matters pursuant to Section X, subsection B. The Commission alternatively may designate an individual Commissioner or an outside hearing officer to hear and decide preliminary matters.

3. The Commissioner or hearing officer assigned to decide preliminary matters shall also be authorized to provide for the issuance of subpoenas.

D. Amending Probable Cause Determination.

Before the Executive Director has scheduled the hearing on the merits, or no later than 60 days prior to the date the hearing on the merits is scheduled to commence, the Executive Director may request that the Commission amend the probable cause determination to add or amend allegations or charges against the respondent. If the Executive Director seeks to amend the probable cause determination, the Executive Director, the respondent(s) and the Commission shall follow the procedures set forth in Sections VII and VIII, and the Executive Director shall issue an amended accusation and notice of the hearing on the merits following the procedures set forth in Section IX.

IX. ISSUANCE OF ACCUSATION; SCHEDULING AND NOTICE OF HEARING ON MERITS

A. Issuance of Accusation.

Except as provided in Section XI, following a determination of probable cause by the Commission, the Executive Director shall issue an accusation. The accusation shall clearly specify the provisions of the laws that each respondent allegedly violated and shall set forth the acts or omissions with which each respondent is charged. The accusation shall list only those charges for which the Commission made a determination of probable cause. The Executive Director shall deliver a copy of the accusation to each respondent ten days after the Commission's probable cause determination. The accusation is a public document.

The Executive Director shall present the case in support of the accusation at the hearing on the merits. The accusation shall be the charging document for the purpose of the hearing on the merits. The commission shall not find that any respondent has committed a violation of law if the accusation does not allege such a violation and provide the respondent notice of the basis for the allegation.

B. Scheduling and Notice of Hearing on Merits.

The Executive Director shall schedule the hearing on the merits, and deliver written notice of the date, time and location of the commencement of the hearing to each respondent at least 45 days prior to the commencement of the hearing. The notice shall be in substantially the following form:

"You are hereby notified that a hearing will be held before the Ethics Commission (or name of hearing officer or assigned Commissioner) at ___ on the ___ day of ___, 20___, at the hour of ___, at (location of _____), upon the charges made in the accusation. You may be present at the hearing, may, but need not, be represented by counsel, may present any relevant evidence, and will be given an opportunity to cross-examine all witnesses testifying against you. You may request the issuance of subpoenas to compel the attendance of witnesses and the production of books, documents or other things by applying to the Commission on or before (date)."

X. DISCOVERY; HEARING BRIEFS; PRELIMINARY MATTERS.

A. Discovery. The Executive Director and each respondent shall be entitled to pre-hearing discovery in accordance with the provisions of

B. Resolution of Preliminary and Procedural Matters.

1. The Executive Director and any respondent may present preliminary matters, unrelated to the merits of the accusation, to the assigned Commissioner or hearing officer designated to hear such matters pursuant to Section VIII, subsection C(2). Preliminary matters may include, but are not limited to, the following:

- (a) procedural matters;
- (b) disqualification of any member of the Commission from participation in the hearing on the merits;
- (c) requests for dismissal of any charges in the accusation because, even if the allegations set forth in the accusation are true, those charges do not state a violation of law as alleged;
- (d) discovery motions; and
- (e) any other matters not related to the truth or falsity of the factual allegations in the accusation.

2. A request for resolution of preliminary matters must be delivered to the assigned Commissioner or hearing officer no later than 25 days prior to the commencement of a hearing on the merits. At the same time that the request is delivered to the assigned Commissioner or hearing officer, the requester must deliver copies of the request to the Executive Director and every other respondent named in the accusation.

3. The request for resolution of preliminary matters may contain legal arguments and a summary of the facts underlying the request. Unless otherwise permitted by the assigned Commissioner or hearing officer for good cause shown, the request shall not exceed 15 pages excluding attachments.

4. The Executive Director or each respondent may submit a written opposition to a request for resolution of preliminary matters. The opposition must be delivered to the assigned Commissioner or hearing officer no later than ten days after the date of delivery of the request. At the same time that the opposition is delivered to the assigned Commissioner or hearing officer, the party submitting the opposition must deliver copies of the opposition to the Executive Director and every other respondent named in the accusation. Unless otherwise permitted by the assigned Commissioner or hearing officer for good cause shown, the opposition shall not exceed ten pages excluding attachments.

5. The requester may submit a written reply to an opposition. The reply must be delivered to the assigned Commissioner or hearing officer no later than five days after the

date of delivery of the opposition. At the same time that the reply is delivered to the assigned Commissioner or hearing officer, the party submitting the reply must deliver copies of the reply to the Executive Director and every other respondent named in the accusation. Unless otherwise permitted by the assigned Commissioner or hearing officer for good cause shown, the reply shall not exceed five pages excluding attachments.

6. The assigned Commissioner or hearing officer shall issue a written decision on each request for resolution of preliminary matters no later than five days prior to the commencement of the hearing on the merits.

7. The Executive Director or any respondent may submit a written request for reconsideration, by the Commission, assigned Commissioner or hearing officer who will conduct the hearing on the merits, of any decision made on preliminary matters. A party requesting reconsideration shall deliver the request on the Commission, assigned Commissioner or hearing officer, and the Executive Director and any other respondent, no less than three days prior to the hearing on the merits.

8. Before or during the hearing on the merits, the Executive Director and any respondent may file a request for resolution of a procedural matter affecting the conduct of the hearing. This request shall be directed to the Commissioner or hearing officer designated to hear preliminary matters pursuant to Section VIII, subsection C(2). The request shall follow the process outlined by paragraphs 2 through 5 of this section, except that the request may be submitted later than 25 days prior to the commencement of the hearing on the merits but may not be submitted after the conclusion of the hearing on the merits. If either party requests a written decision, the assigned Commissioner or hearing officer shall issue a written decision no later than 20 days after the date of the request.

C. Hearing Briefs.

The Executive Director shall, and any respondent may, submit a hearing brief. The brief shall outline significant legal arguments and list evidence and witnesses to be presented at the hearing. The brief is not required to list anticipated rebuttal evidence or rebuttal witnesses. Unless the Commission or outside hearing officer agrees to accept briefs by email, six copies of the brief shall be delivered to the Commission, assigned Commissioner, or outside hearing officer no later than 20 days prior to the date the hearing on the merits commences. The Executive Director shall deliver a copy of the Executive Director's brief to each respondent named in the accusation. Each respondent who chooses to submit a brief shall deliver copies of the respondent's brief to the Executive Director and to every other respondent named in the accusation.

D. Issuance of Hearing Subpoenas.

The Executive Director and any respondent named in the accusation may request the issuance of subpoenas for the attendance of witnesses and for the production of documents at the hearing on the merits. Requests for the issuance of subpoenas should be delivered no later than 20 days prior to the commencement of the hearing on the merits.

The request shall be accompanied by a declaration specifying the name and address of the witnesses and setting forth the materiality of their testimony. If the request is for a document subpoena, it shall be accompanied by a declaration which includes the following information: a specific description of the documents sought; an explanation of why the documents are necessary for the resolution of the complaint; and the name and address of the witness who has possession or control of the documents. Subpoenas may be issued upon approval of the Commission or the Commissioner or hearing officer designated by Section VIII, subsection C(2).

**XI. DISCOVERY OF EXCULPATORY INFORMATION AND
DISMISSAL OF COMPLAINT PRIOR TO HEARING ON
THE MERITS**

A. Discovery of Exculpatory Information. Following the delivery of the probable cause report, if the Executive Director is aware of or discovers any exculpatory information with respect to any charge listed in the accusation, the Executive Director shall notify the Commission and the respondent(s) of this information.

B. Dismissal Recommendation. After a determination of probable cause and before a hearing on the merits, the Executive Director may recommend that the Commission dismiss the complaint. The Executive Director may make such a recommendation based on the Executive Director's discovery of exculpatory information or other good cause. In such situations, if he or she has not done so already, the Executive Director is not required to issue an accusation and the Commission need not hold a hearing on the merits, unless the Commission overrides the Executive Director's dismissal recommendation.

C. Commission Consideration of Dismissal Recommendation. The Executive Director shall present the dismissal recommendation and the reasons for the recommendation to the Commission in a public memorandum. Thereafter, any member of the Commission may cause the complaint to be calendared for consideration by the full Commission in open session at the next Commission meeting occurring no sooner than ten days from the date the Executive Director informs the Commission of the Executive Director's recommendation. A Commissioner's request that a complaint be calendared must be received by the Executive Director no fewer than five days prior to the date of the meeting, so that the Executive Director may comply with the applicable notice and agenda requirements. If members of the Commission do not cause the complaint to be calendared, or if in open session a majority of the Commission does not vote to override the dismissal recommendation, the Commission shall take no further action on the complaint except: 1) inform the complainant and each respondent of the Commission's decision; 2) at the Commission's discretion, issue a warning letter to the respondent; or 3) at the Commission's discretion, refer the complaint to another agency for its appropriate action.

D. Dismissal or Removal of Specific Charges. After a determination of probable cause and before a hearing on the merits, the Executive Director may decide not to

proceed with a specific charge listed in the accusation. If the Executive Director makes such a determination, the Executive Director shall immediately notify in writing the respondent(s) and the Commission or hearing officer. If the Executive Director provides such notice, the Commission shall not find a violation based on the specific charge or violation after a hearing on the merits.

XII. HEARING ON THE MERITS

A. General Rules and Procedures.

1. Public Hearing

The hearing on the merits shall be open to the public, provided that either the Executive Director or the respondent(s) may request that the Commission, assigned Commissioner or hearing officer exclude any witnesses.

2. Standard of Proof

The Commission may determine that a respondent has committed a violation of law only if a person of ordinary caution and prudence would conclude, based on a preponderance of the evidence, that the respondent has committed the violation.

3. Rules of Evidence

All evidence admissible in an administrative proceeding governed by the California Administrative Procedure Act shall be admissible in a hearing on the merits. The Executive Director and each respondent shall have the right to call and examine witnesses under oath or affirmation, to introduce exhibits, to cross-examine and impeach witnesses, and to rebut any evidence presented.

4. Exhibits

Where both parties stipulate to the admissibility of an exhibit, the parties shall so advise the Commission in advance of the hearing. For all other exhibits, each party may move to admit a particular exhibit at the hearing, and the other party shall have an opportunity to object prior to the ruling on the admission.

5. Witnesses

Witnesses shall be examined by the parties as follows: direct examination, cross-examination, re-direct. After the parties have concluded their examination of a witness, Commissioners shall have an opportunity to pose questions to the witness.

6. Oral Argument

At the hearing, the Executive Director and each respondent shall be allowed oral argument. The Commission, assigned Commissioner, or hearing officer shall determine the appropriate length for the arguments.

B. Finding of Violation.

If the Commission as a whole conducts the hearing on the merits, the Commission shall determine, no later than 45 days after the date the hearing is concluded, whether the respondent has committed a violation of law. If the Commission assigns one of its members or an outside hearing officer to conduct the hearing on the merits, the assigned member or hearing officer shall submit a report and recommendation to the Commission no later than 30 days after the date the hearing is concluded. Thereafter, the Commission shall determine, no later than 45 days after the date the report and recommendation is delivered, whether the respondent has committed a violation of law.

The votes of at least three Commissioners are required to find a violation of law. The finding of a violation shall be supported by findings of fact and conclusions of law and shall be based on the entire record of the proceedings. Each Commissioner who participates in the decision shall certify on the record that he or she personally heard the testimony (either in person or by listening to a tape or recording of the proceeding) and reviewed the evidence, or otherwise reviewed the entire record of the proceedings.

C. Administrative Orders and Penalties.

1. The votes of at least three Commissioners are required to impose orders and penalties for a violation. The Commission may issue orders and penalties requiring the respondent(s) to:

- (a) cease and desist the violation;
- (b) file any reports, statements or other documents or information required by law; and/or
- (c) pay a monetary penalty to the general fund of the City in an amount permitted under the law that the Commission finds the respondent has violated, or, if the law does not specify the amount of the monetary penalty, in an amount up to five thousand dollars (\$5,000) for each violation, or three times the amount which the respondent failed to report properly or unlawfully contributed, expended, gave or received, whichever is greater.

2. When deciding on an order and penalties, the Commission shall consider all the relevant circumstances surrounding the case, including but not limited to:

- (a) the severity of the violation;
- (b) the presence or absence of any intention to conceal, deceive, or mislead;

- (c) whether the violation was deliberate, negligent or inadvertent;
- (d) whether the violation was an isolated incident or part of a pattern;
- (e) whether the respondent has a prior record of violations of law; and
- (f) the degree to which the respondent cooperated with the investigation and demonstrated a willingness to remedy any violations.

3. Unless otherwise ordered by the Commission, any penalties imposed by the Commission must be paid in full by the respondent within 90 days of the Commission's decision.

D. Finding of No Violation.

If the Commission determines that there is insufficient evidence to establish that the respondent has committed a violation, or if the Commission determines that there is sufficient evidence to establish that the respondent has not committed a violation, the Commission shall publicly announce this fact. Thereafter, the Commission shall take no further action on the complaint. The Executive Director shall inform each respondent and complainant of the Commission's determination.

XIII. MISCELLANEOUS PROVISIONS

A. Ex Parte Communications.

Once a complaint is filed, no Commissioner or staff member shall engage in oral or written communications outside of a Commission meeting, interview or settlement conference regarding the merits of an enforcement action with the respondent or complainant or any person communicating on behalf of the respondent or complainant unless the communication is necessary for the conduct of the investigation or enforcement action.

B. Access to Complaints and Related Documents and Deliberations.

1. No complaint, response thereto, investigative file or information contained therein, or Commissioner and staff deliberations about complaints shall be disclosed except as necessary to the conduct of an investigation, prior to a probable cause determination.
2. After a determination of probable cause, the probable report, the response, and the rebuttal shall be confidential, unless the respondent requested that the probable cause hearing be public. All investigative documents, including notes and memoranda, created prior to the probable cause determination, such as the complaint, shall remain confidential, except that the Executive Director may provide a copy of the complaint to the respondent(s) if the Executive Director determines that disclosure is necessary to the

At the hearing, the Executive Director and each respondent shall be allowed oral argument. The Commission, assigned Commissioner, or hearing officer shall determine the appropriate length for the arguments.

B. Finding of Violation.

If the Commission as a whole conducts the hearing on the merits, the Commission shall determine, no later than 45 days after the date the hearing is concluded, whether the respondent has committed a violation of law. If the Commission assigns one of its members or an outside hearing officer to conduct the hearing on the merits, the assigned member or hearing officer shall submit a report and recommendation to the Commission no later than 30 days after the date the hearing is concluded. Thereafter, the Commission shall determine, no later than 45 days after the date the report and recommendation is delivered, whether the respondent has committed a violation of law.

The votes of at least three Commissioners are required to find a violation of law. The finding of a violation shall be supported by findings of fact and conclusions of law and shall be based on the entire record of the proceedings. Each Commissioner who participates in the decision shall certify on the record that he or she personally heard the testimony (either in person or by listening to a tape or recording of the proceeding) and reviewed the evidence, or otherwise reviewed the entire record of the proceedings.

C. Administrative Orders and Penalties.

1. The votes of at least three Commissioners are required to impose orders and penalties for a violation. The Commission may issue orders and penalties requiring the respondent(s) to:

(a) cease and desist the violation;

(b) file any reports, statements or other documents or information required by law; and/or

(c) pay a monetary penalty to the general fund of the City in an amount permitted under the law that the Commission finds the respondent has violated, or, if the law does not specify the amount of the monetary penalty, in an amount up to five thousand dollars (\$5,000) for each violation, or three times the amount which the respondent failed to report properly or unlawfully contributed, expended, gave or received, whichever is greater.

2. When deciding on an order and penalties, the Commission shall consider all the relevant circumstances surrounding the case, including but not limited to:

(a) the severity of the violation;

(b) the presence or absence of any intention to conceal, deceive, or mislead;

(c) whether the violation was deliberate, negligent or inadvertent;

(d) whether the violation was an isolated incident or part of a pattern;

(e) whether the respondent has a prior record of violations of law; and

(f) the degree to which the respondent cooperated with the investigation and demonstrated a willingness to remedy any violations.

3. Unless otherwise ordered by the Commission, any penalties imposed by the Commission must be paid in full by the respondent within 90 days of the Commission's decision.

D. Finding of No Violation.

If the Commission determines that there is insufficient evidence to establish that the respondent has committed a violation, or if the Commission determines that there is sufficient evidence to establish that the respondent has not committed a violation, the Commission shall publicly announce this fact. Thereafter, the Commission shall take no further action on the complaint. The Executive Director shall inform each respondent and complainant of the Commission's determination.

XIII. MISCELLANEOUS PROVISIONS

A. Ex Parte Communications.

Once a complaint is filed, no Commissioner or staff member shall engage in oral or written communications outside of a Commission meeting, interview or settlement conference regarding the merits of an enforcement action with the respondent or complainant or any person communicating on behalf of the respondent or complainant unless the communication is necessary for the conduct of the investigation or enforcement action.

B. Access to Complaints and Related Documents and Deliberations.

1. No complaint, response thereto, investigative file or information contained therein, or Commissioner and staff deliberations about complaints shall be disclosed except as necessary to the conduct of an investigation, prior to a probable cause determination.

2. After a determination of probable cause, the probable report, the response, and the rebuttal shall be confidential, unless the respondent requested that the probable cause hearing be public. All investigative documents, including notes and memoranda, created prior to the probable cause determination, such as the complaint, shall remain confidential, except that the Executive Director may provide a copy of the complaint to the respondent(s) if the Executive Director determines that disclosure is necessary to the

conduct of the investigation. All investigative documents, including notes and memoranda, created by the Executive Director and his or her staff after the probable cause determination shall be confidential, except for the accusation, until any such documents are either delivered to the Commission or respondent(s), introduced as evidence or an exhibit, or distributed for public consumption, such as an agenda or press release.

3. In addition to the prohibition on ex parte communications stated in Section XIII, subsection A, except at a public meeting of the Commission, Commissioners are prohibited, prior to a final determination on the merits of a complaint, from engaging in oral or written communications regarding the merits of a complaint or enforcement action with any person or entity unless the communication is necessary for the conduct of the investigation or enforcement action. After a final determination on the merits of a complaint, Commissioners may discuss matters in the public record.

C. Oaths and Affirmations.

The Commission, and individual Commissioners and hearing officers assigned to conduct hearings, may administer oaths and affirmations.

D. Selection of Designee by the Executive Director.

Whenever the Executive Director designates an individual other than a member of the Commission staff to perform a duty arising from the Charter or these Regulations, the Executive Director shall notify the Commission of the designation no later than the next business day.

E. Powers and Duties of Hearing Officers.

1. Unless otherwise provided, whenever the Commission assigns an individual Commissioner or hearing officer to hear any matter under these Regulations, the assigned Commissioner or hearing officer shall have the same authority, and be subject to the same restrictions, as the Commission.

2. When an individual Commissioner or a hearing officer is assigned to hear and decide preliminary matters in advance of a hearing on the merits, he or she shall make an actual determination. This determination may be reviewed by the Commission upon request by the Executive Director or a respondent, pursuant to the procedures specified in Section X, subsection B(7).

3. When an individual Commissioner or a hearing officer is assigned to conduct a probable cause hearing or hearing on the merits, he or she shall submit a report and recommendation for decision by the Commission. The report and recommendation shall contain proposed findings of fact and conclusions of law. Copies of the report and recommendation shall be delivered to the Commission, Executive Director, and each respondent no later than 30 days after the date the hearing is concluded. Thereafter, the

Executive Director shall calendar the matter for consideration at the next Commission meeting not less than 15 days after the date the report and recommendation is delivered to the Commission.

4. When the Commission sits as the hearing panel to hear a case, with an outside hearing officer presiding, the hearing officer shall rule on procedural matters and on the admission and exclusion of evidence only, and shall have no role in the decision on the merits.

F. Statute of Limitations.

1. Unless otherwise stated in local or State law, for statute of limitations purposes, an action or proceeding for administrative penalties is brought or commenced by the Executive Director on the date the Executive Director delivers the probable cause report.

2. If there is no statute of limitations for violations of the law allegedly violated, the probable cause report must be delivered within four years of the date of events which form the basis of the complaint, or the date that the events constituting the basis of the complaint were discovered by the Ethics Commission, whichever is later.

G. Extensions of Time and Continuances.

Whenever the Executive Director, a respondent, or a witness is required to complete an act or produce materials pursuant to these Regulations, that party may request an extension of time. Requests for extensions of time may be made to the Commission Chair or the Commission Chair's designee. The requester must deliver the request to the Commission Chair or designee and provide a copy of the request to all other parties no later than ten business days before the deadline to complete an act or produce materials. The Commission Chair or designee shall have the discretion to consider untimely requests. The Commission Chair or designee shall approve or deny the request within five business days of the submission of the request. The Commission Chair or designee may grant the request only upon a showing of good cause.

The Executive Director or any respondent may request the continuance of a hearing date. The requester must deliver the request to the Commission Chair or the individual Commissioner or hearing officer assigned to hold the hearing, and provide a copy of the request to all other parties no later than ten business days before the date of the hearing. The Commission Chair or the individual Commissioner or hearing officer assigned to hold the hearing shall have the discretion to consider untimely requests.

The Commission Chair or the individual Commissioner or hearing officer assigned to hold the hearing shall approve or deny the request within five working days of the submission of the request. The Commission Chair or the individual Commissioner or hearing officer assigned to hold the hearing may grant the request only upon a showing of good cause.

H. Referrals to Other Enforcement Agencies.

At any time after the filing of a complaint, the Commission or Executive Director may refer the matter to another government agency or official if the Commission or Executive Director determines that the agency or official may more appropriately resolve the allegations in the complaint or enforce the applicable provisions of law. A copy of all information gathered by the Commission staff shall be sent to the agency or official together with the referral.

A determination by the Executive Director or the Commission that no further action should be taken on a matter shall not prevent any other government agency from initiating its own enforcement action, including disciplinary action, based on the same allegations and facts.

I. Recordings and Transcripts.

Every probable cause hearing and hearing on the merits shall be tape-recorded. Where the Commission assigns a Commissioner to conduct a probable cause hearing, and where the Commission assigns a Commissioner or hearing officer to conduct a hearing on the merits, the hearing shall also be recorded stenographically. The Commission shall retain the tapes until the opportunity for legal challenge has been exhausted. Copies of a tape shall be available to the respondent upon request.

J. Place of Delivery.

1. Whenever these Regulations require delivery to the Commission, its members, or the Executive Director, delivery shall be effected at the Commission office.

2. Whenever these regulations require delivery to a respondent or his or her committee, delivery shall be effective and sufficient if made by U.S. mail, personal delivery or any other means of delivery agreed upon by the parties under section II, subsection F, to:

a. If the respondent is a City employee, to the address listed with the (Controller/ Payroll) as the employee's current address.

b. If the respondent is a former City employee, to the address listed with the City's retirement system.

c. If the respondent is a current or former candidate or committee registered with the Ethics Commission, to the address provided to the Ethics Commission by that candidate or committee.

d. If subsections (a) through (c) are not applicable, to an address reasonably calculated to give notice to and reach the respondent.

It is the responsibility of City employees, or candidates or committees who file reports with the Ethics Commission, to maintain accurate addresses with relevant City Departments. The Executive Director therefore may rely on those addresses in carrying out the objectives of the Commission.

3. Delivery is effective upon the date of delivery, not the date of receipt.

K. Page Limitations and Format Requirements.

Whenever these Regulations impose a page limitation, a “page” means one side of an 8½ inch by 11 inch page, with margins of at least one inch at the left, right, top and bottom of the page, typewritten and double-spaced in no smaller than 12 point type. Each page and any attachments shall be consecutively numbered.

L. Public Summary of Dismissed Complaints.

Notwithstanding any other provision of these regulations, the Executive Director may provide a public summary of dismissed complaints. Such summary may include, but need not be limited to, a generic description of each dismissed complaint and a summary of the reasons for dismissal, provided that such information shall comply with the confidentiality requirements of the Charter.

M. Conclusion of Hearing on the Merits.

For the purposes of these Regulations, a hearing on the merits concludes on the last date on which the Commission hears argument or testimony in the proceeding.

XIV. STIPULATED ORDERS

A. At any time after the Commission takes jurisdiction over a complaint, the Executive Director may enter into negotiations with a respondent for the purpose of resolving the factual and legal allegations in a complaint by way of a stipulation, decision and order. Any proposed stipulation, decision and order shall explicitly state that:

- (1) the proposed stipulation, decision and order is subject to approval by the Commission;
- (2) the respondent knowingly and voluntarily waives any and all procedural rights under the law and these Regulations;
- (3) the respondent understands and acknowledges that the stipulation is not binding on any other law enforcement agency, and does not preclude the Commission or its staff from referring the matter to, cooperating with, or assisting any other government agency with regard to the matter, or any other matter related to it;
- (4) the respondent agrees that in the event the Commission refuses to approve the proposed stipulation, it shall become null and void; and

(5) in the event the Commission rejects the proposed stipulation and a full evidentiary hearing before the Commission becomes necessary, no member of the Commission shall be disqualified because of prior consideration of the stipulation.

B. The stipulated order shall set forth the pertinent facts and may include an agreement as to anything that could be ordered by the Commission under its authority pursuant to Charter section C3.699-13.

C. Once the Executive Director enters into a stipulated agreement with a respondent, the Executive Director shall inform the Commission of this stipulation. Thereafter, any member of the Commission may cause the stipulation to be calendared for consideration by the full Commission in a closed session at the next Commission meeting occurring no sooner than ten days from the date the Executive Director informs the Commission of the stipulated agreement. A Commissioners' request that a stipulated agreement be calendared for consideration by the full Commission must be received by the Executive Director no fewer than five days prior to the date of the meeting, so that the Executive Director may comply with the applicable notice and agenda requirements.

D. Stipulated orders must be approved by the Commission and, upon approval, must be announced publicly. The stipulated order shall have the full force of an order of the Commission.

XV. SEVERABILITY

If any provision of these Regulations, or the application thereof to any person or circumstance, is held invalid, the validity of the remainder of the Regulations and the applicability of such provisions to other persons and circumstances shall not be affected thereby.



ETHICS COMMISSION

CITY AND COUNTY OF SAN FRANCISCO

PAUL A. RENNE
CHAIRPERSON

BRETT ANDREWS
VICE-CHAIRPERSON

BEVERLY HAYON
COMMISSIONER

BENEDICT Y. HUR
COMMISSIONER

PETER KEANE
COMMISSIONER

JESSE MAINARDI
ACTING EXECUTIVE
DIRECTOR

ACTING EXECUTIVE DIRECTOR'S REPORT TO THE SAN FRANCISCO ETHICS COMMISSION

For the Meeting of September 28, 2015.

1. Public Financing in the November 3, 2015 Election

As of September 22, 2015, the Commission has disbursed a total of \$207,956 in public funds to two candidates seeking election to the District 3 seat on the Board of Supervisors. Information regarding the amounts disbursed to each candidate and the amounts privately raised and spent by each candidate is posted to data dashboards on the Commission's website.

Each of the two publicly funded candidates may spend no more than his or her Individual Expenditure Ceiling, which began at \$250,000 and has been adjusted by the Commission staff based on the sum of opposition spending against each candidate and the total supportive funds for his or her opponent. Staff monitors and processes filings by the candidates and third parties daily to determine whether the Commission needs to adjust the Individual Expenditure Ceilings.

In addition to processing requests for public funds and analyzing whether Individual Expenditure Ceilings should be adjusted, staff also continues to conduct outreach and respond to numerous questions from candidates and third party filers on a daily basis.

2. Investigation and Enforcement Program

As of September 15, 2015, there were 23 pending formal complaints alleging violations within the Ethics Commission's jurisdiction.

Category	# of Complaints
Campaign Finance	11
Conflict of Interest	7
Governmental Ethics	2
Lobbyist Ordinance	3
Campaign Consultant Ordinance	0
Sunshine Ordinance	0
TOTAL	23

3. Campaign Finance Disclosure Program

a. Filing deadline. As of September 22, 2015, eight candidates and committees did not file their required campaign statement for the period ending June 30, 2015, due on July 31, 2015. They were sent a Second Non-Specific Written Notice informing them of their delinquent filing. Three of these committees were added to the Non-Responsive Filers List webpage. September 24, 2015 was the deadline for the First Pre-Election statement, which covers the reporting period ending September 19, 2015. The next deadline is October 22, 2015 for the Second Pre-Election statement, which covers the reporting period covering through October 17, 2015. In the interim, staff receives and processes campaign statements on an ongoing basis. Staff continues to answer questions from and conduct outreach to candidates and other committee representatives about campaign finance filing obligations.

b. Collection of late filing fees and contribution forfeitures. As of September 15, 2015, the Commission collected \$9,978 in late fees and forfeitures for the fiscal year 2015-2016. And as of September 15, 2015, the Commission's outstanding late fees and forfeitures were \$25,178; waiver requests for \$7,457 of this amount have been submitted. Separately, \$208,504 is pending at the Bureau of Delinquent Revenues (BDR), as shown below.

#	Committee/ Filer	ID #	Treasurer or Responsible Officer	Date referral effective	Original amount referred	Last month's balance	Current balance (Changes are in bold)	Status
1	Chris Jackson For Community College Board	1347066	Chris Jackson	7/12/13	\$6,601	\$6,601	\$6,601	Pending at Small Claims Court
2	Committee to Elect Norman For Supervisor	1327771	Jacqueline Norman	5/01/15	\$9,000	\$9,000	\$9,000	
3	Bob Squeri For District 7 Supervisor 2012	1346150	Bob Squeri	5/01/15	\$2,000	\$2,000	\$2,000	
4	Mark Farrell For Supervisor 2010	1320480	Mark Farrell	7/08/15	\$190,903	\$190,903	\$190,903	
						TOTAL	\$208,504	

4. Lobbyist Program

As of September 15, 2015, 155 individual lobbyists were registered with the Commission. Total revenues collected to date for the 2015-2016 fiscal year amount to \$10,500 in lobbyist registration fees. The next filing deadline for the next lobbyist disclosures is October 15, 2015.

5. Campaign Consultant Program

As of September 17, 2015, 28 campaign consultants were registered with the Commission. The Commission has collected \$3,700 in registration fees so far during the 2015-2016 fiscal year.

The next campaign consultant quarterly report deadline is Tuesday, December 15, 2015, covering the reporting period from September 1, 2015 through November 30, 2015. Staff will send reminders to all active campaign consultants prior to the deadline.

6. Permit Consultant Program

As of September 23, 2015, 29 permit consultants were registered with the Commission. The next permit consultant quarterly report deadline is Thursday, October 15, 2015, covering the reporting period from July 1, 2015 through September 30, 2015.

7. Major Developer Program

As of September 17, 2015, two developers of major City projects had filed reports with the Commission in 2015. The next quarterly report deadline for such major developers is Thursday, October 15, 2015, covering the reporting period from July 1, 2015 through September 30, 2015.

8. Statements of Economic Interests

Staff has issued letters imposing late fines, and is continuing to follow up with filing officers and non-filers who have overdue Assuming Office and Leaving Office Form 700s. Staff is issuing a quarterly reminder of due dates for Certificates of Ethics Training and Sunshine Ordinance Declarations.

9. Revenues Report

For fiscal year 2015-2016, the Commission was budgeted to generate \$70,000 in revenues. As of September 22, 2015, the Commission received \$31,978 or about 45% of anticipated revenues for the year.

Source	Budgeted Amount FY 15-16	Receipts
Lobbyist Fees	\$37,000	\$10,500
Other Ethics General	\$1,000	
Campaign Finance Fines	\$23,000	\$9,978
Campaign Consultant Fees	\$5,000	\$3,700
Lobbyist Fines	\$1,000	
Statements of Economic Interests Fines	\$1,000	
Other Ethics Fines	\$1,000	\$7,800
Campaign Consultant Fines	\$1,000	
Unallocated	\$0	
Total	\$70,000	\$31,978

10. Budget and Staffing

A valued member of the Commission staff, Campaign Finance Assistant Malika Alim, has left to take another position with the City. We wish Malika the best and thank her for her good work for the Commission. Staff is working to fill Malika's position.

11. Outreach and Education

Chair Paul Renne and Acting Executive Director Jesse Mainardi continue to attend various political club endorsement meetings in order to provide fair and impartial information regarding Proposition C.

Acting Executive Director Jesse Mainardi sent an email invitation to over 60 political clubs, inviting them to sign up for the Commission's interested persons list or to follow the Commission's Twitter feed.

On September 10, staff conducted training for ballot measure committees. In addition to conducting live training sessions, the Commission has posted the training presentations on its website. Separately, on an on-going basis staff provides training to candidates and campaign treasurers on using the Commission's online electronic filing system, SFEDS.

Additionally, the Commission continues to offer trainings on Statements of Incompatible Activities to City departments via web trainings. The following are web video trainings available on the Commission website:

- Department of Building Inspection SIA Training
- Controller's Office SIA Training
- Department on the Environment SIA Training
- Governmental Ethics Ordinance Training for City Employees
- Medical Examiner's Office SIA Training
- Non-Candidate Recipient Committee Training
- Public Utilities Commission SIA Training
- SIA Template Language Training

12. Language Access Ordinance Compliance

In compliance with the San Francisco Language Access Ordinance requirements, staff is preparing a written update to the Office of Civic Engagement and Immigrant Affairs regarding the Ethics Commission's plans to ensure future compliance with the ordinance. The update is due October 1, 2015.

13. Staff Project Calendar

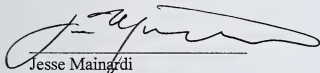
The staff project calendar for 2015 approved by the Commission in March is set forth below. Per the direction of the Chair, the Commission's consideration of the topics below has been placed on hold pending the resolution of its search for a new Executive Director. This will necessitate a revision of the work plan.

	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
1. Limits for candidate-controlled committees			Sched. Actual			Sched.			
2. Reporting of bundling							Sched.		
3. "Public benefit" contribution bans									
4. Slate mailer filings									
5. Enforcement regulations/policies								Sched.	
6. Forfeiture/late fine penalties									
7. Expenditure lobbyists			Actual						
8. Additional gift of travel reporting									
9. Permit Consultant regulations									
10. Form 700 electronic filing		Sched.	Actual						

Notes:

- Shaded squares indicate planned staff work on the issue. Issues with no shaded squares were not intended to be addressed by staff in 2015.
- "Sched." indicates the Commission's planned consideration of the issue at a public meeting during that month.
- "Actual" indicates the Commission's actual consideration of the issue at a public meeting during that month.

Respectfully submitted,



Jesse Mainardi
Acting Executive Director

Minutes of the Regular Meeting of
The San Francisco Ethics Commission
September 28, 2015
Room 400 City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

GOVERNMENT
DOCUMENTS DEPT

OCT 23 2015

SAN FRANCISCO
PUBLIC LIBRARY

I. Call to order and roll call.

Chairperson Renne called the meeting to order at 5:31 PM.

COMMISSION MEMBERS PRESENT: Paul Renne, Chairperson; Beverly Hayon, Commissioner; Ben Hur, Commissioner (Brett Andrews, Vice-Chairperson, and Peter Keane, Commissioner, were both excused absent).

STAFF PRESENT: Jesse Mainardi, Acting Executive Director; Catherine Argumedo, Investigator/Legal Analyst; Garrett Chatfield, Investigator/Legal Analyst; Steven Massey, Information Technology Officer.

OFFICE OF THE CITY ATTORNEY: Andrew Shen, Deputy City Attorney (DCA); Joshua White, DCA.

OTHERS PRESENT: David Pilpel; Larry Bush; Jonathan Mintzer; Eileen Hansen; Charley Marsteller; and other unidentified members of the public.

MATERIALS DISTRIBUTED:

- Acting Executive Director's Report;
- Draft minutes of the Regular Ethics Commission Meeting on August 24, 2015.

II. Public comment on matters appearing or not appearing on the agenda.

None.

III. Hearing on the Merits in Re: Ethics Complaint No. 19-131115, In the Matter of Lynette Sweet and Lynette Sweet for Supervisor 2010, Respondents. This matter concerns alleged violations California Government Code section 84200 (failure to file campaign statements); California Government Code section 84104 (failure to maintain records); and San Francisco Campaign and Governmental Conduct Code section 1.118 (failure to pay accrued debts within 180 days).

Acting Executive Director Mainardi announced that this item was continued by the Commission Chair at the request of the respondent.

Public Comment:

David Pilpel stated that if there was a written copy of the request for continuance, it should be made available to the public. He stated that there is public interest in this matter.

IV. Presentation by Information Technology Officer Steven Massey regarding pending changes to the Commission's website.

Acting Executive Director Mainardi introduced Steven Massey, Information Technology Officer for the Commission.

Mr. Massey presented the proposed new website design to the Commission.

Responding to a question from Commissioner Hur, Mr. Massey stated that the entire cost of the project to date was \$300 plus his time.

The Commissioners all thanked Mr. Massey for his work.

Public Comment:

David Pilpel thanked Mr. Massey for his work. He stated that other City departments would have spent a significant amount of money implementing a similar project. He stated that the enforcement chart should show the name of the respondent.

Larry Bush stated that he had a meeting with the City's Controller and stated that the Controller's Office returns two million dollars back to the City each year. He stated that some of that money could be used to integrate filing systems.

Jonathan Mintzer stated that on the current website, advice letters are not searchable and that he would like to see a search feature on the new website.

Eileen Hansen asked Mr. Massey regarding the viability of the Commission's current website host.

Mr. Massey responded to Ms. Hansen stating that the new website has been created on a platform that can easily be transferred to different hosting companies.

V. Discussion and possible action regarding Commission activities relating to its expenditure lobbyist ballot measure.

Chair Renne introduced the item and stated that he and Acting Executive Director Mainardi have attended several meetings to present the ballot measure to interested groups. He stated that he makes it clear at those meetings that the Commission cannot advocate for the ballot measure's passage.

Public Comment:

Larry Bush stated that the ballot measure has the support of former Mayors Art Agnos and Diane Feinstein, as well as Mayor Lee. He stated that several unions have expressed concern regarding how the ballot measure may affect their organizations and that the Commission should issue a "FAQ" sheet to address those concerns.

David Pilpel stated that the Commission should also consider issuing a "FAQ" sheet on how the ballot measure will affect non-profit groups.

VI. Discussion and possible action regarding the Commission's search for a new Executive Director.

[Acting Executive Director Mainardi left the well for this item.]

Chair Renne stated that the Executive Director Search sub-committee met on Friday, September 25, 2015, to review applications. He stated that the sub-committee decided not to reopen the position because it was satisfied with the caliber of applicants. He stated that the sub-committee determined that there were five applicants that it would invite to interview.

Public Comment:

David Pilpel stated that he appreciated the Commission's transparent process of the Executive Director search. He asked how many total applications that the Commission received. Chair Renne stated that there were a total of 31 applicants.

Charley Marsteller asked if the Commission would require applicants to write an essay as part of the interview process. Chair Renne stated that applicants will be provided with 13 questions in advance of the interview so that they can present a reasoned response. In response to Mr. Marsteller, Chair Renne stated that the sub-committee will interview the five candidates by Skype first, and then move any successful candidates to interview with the full Commission.

Eileen Hansen stated that she had suggested to the sub-committee that it consider enlisting a member of the public to sit with the sub-committee during the candidate interviews to offer public input. Chair Renne stated that, at this point in the process, enlisting a member of the public to be part of the selection process would be problematic and might delay the process.

Commissioner Hur stated that the Commission has made great efforts to keep the Executive Director search transparent and has engaged with the public throughout the process.

Commissioner Hayon stated that, although she thought Ms. Hansen's suggestion was interesting, it would create unnecessary conflict. She stated that it would be incredibly difficult to determine who should sit on the committee as a member of the public.

Larry Bush stated that the Commission should consider holding interviews after the election in November as the election results will provide guidance to the Commission on what the public thinks.

VII. Discussion and possible action on the Commission's August 24, 2015 draft meeting minutes.

[Acting Executive Director Mainardi returned to the well for this item.]

Public Comment:

David Pilpel made several suggestions to help clarify the minutes. He stated that on page four of the minutes, staff should indicate when and for which items individuals entered and left the hearing room during closed session.

Motion 150928-01: (Hur/Hayon) Moved, seconded, and passed (3-0; Andrews and Keane excused) that the Commission approve the draft minutes, subject to changes on page four regarding closed session.

VIII. Discussion of Acting Executive Director's Report.

Acting Executive Director Mainardi stated that the Commission has distributed significant public funds to two candidates in the District 3 Supervisorial race. He also publicly recognized former Ethics Commission staff member Malika Alim who accepted a new position with the Health Service System. He stated that the Commission has sent out 65 invitations to various groups to join the Commission's interested persons list, and six have accepted.

Commissioner Hur thanked Chair Renne and Acting Executive Director Mainardi for attending informational meetings regarding the Commission's ballot measure.

Public Comment:

David Pilpel stated that Ms. Alim was great employee and that she will be missed.

IX. Items for future meetings.

Chair Renne stated that he would like to discuss the enforcement procedures at a future meeting. He stated that he would like to determine if there is a way to expedite enforcement matters that may have a bearing on an upcoming election.

Commissioner Hur stated that he also would like to address the enforcement procedures.

Public Comment:

Charley Marsteller stated that the Commission should look to other Ethics agencies to see if any streamlined enforcement procedures could be used as a guide for San Francisco.

David Pilpel stated that the enforcement procedures should be reviewed, and that there could be a system of prioritization to handle more pressing matters over older cases.

Larry Bush stated that he agreed with Chair Renne that the enforcement procedures should be revised. He stated that the Commission could establish a clear set of guidelines regarding penalties.

Eileen Hansen stated that she also agreed with Chair Renne regarding the revision of the enforcement procedures. She stated that complaints can be filed that could affect an election, but would not be resolved prior to the election because of the procedures.

Commissioner Hayon stated that the department should look at how the workload is distributed.

X. Discussion and possible action regarding complaints received or initiated by the Ethics Commission concerning:

- (1) California Government Code section 84104 (failure to maintain committee records) and California Government Code section 84211 (failure to disclose contributions);**
- (2) California Government Code section 84104 (failure to maintain committee**

records), California Government Code section 84211 (failure to disclose contributions), San Francisco Campaign and Governmental Conduct Code section 1.114(a) (exceeding contribution limit), and San Francisco Campaign and Governmental Conduct Code section 1.118(a) (failure to pay for accrued expenses); (3) California Government Code sections 82013, 84100 et seq. (failure to register and report as a political committee); (4) San Francisco Campaign and Governmental Conduct Code section 1.162(a) (failure to include disclaimer in appropriate font size); and (5) California Government Code section 84211 (failure to report independent expenditures), and San Francisco Campaign and Governmental Conduct Code sections 1.152(a) (failure to file "24 hour" report), 1.160.5 (failure to report persuasion poll), and 1.161(a) (failure to include proper disclaimers on campaign signs).

Closed Session.

Public Comment:

Eileen Hansen requested that the Commission estimate how long it will be in closed session.

Motion 150928-02: (Hur/Hayon) Moved, seconded, and passed (3-0; Andrews and Keane excused) that the Commission go into closed session.

The Commission went into closed session at 6:49 PM. All members of the public left the hearing room. DCA Shen left the hearing room and DCA White entered the hearing room to advise the Commission during closed session. All Commissioners, Acting Executive Director Mainardi, staff member Argumedo and staff member Chatfield remained in the hearing room.

At 7:48 PM, Acting Executive Director Mainardi left the hearing room.

At 8:03 PM, the Commission returned to open session.

Motion 150928-03: (Hayon/Hur) Moved, seconded, and passed (3-0; Andrews and Keane excused) that the Commission not disclose its closed session deliberations.

Chair Renne stated that the Commission approved two settlement agreements during closed session.

Public Comment:

Eileen Hansen asked for a reason as to why the Commission will not disclose its closed session deliberations. Chair Renne stated that the matters are confidential and ongoing.

XI. Adjournment.

Motion 150928-04: (Hayon/Hur) Moved, seconded, and passed (3-0; Andrews and Keane excused) that the Commission adjourn.

The Commission adjourned the meeting at 8:08 PM.

Minutes of the Regular Meeting of
The San Francisco Ethics Commission
September 28, 2015
Room 400 City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

GOVERNMENT
DOCUMENTS DEPT

OCT 29 2015

SAN FRANCISCO
PUBLIC LIBRARY

I. Call to order and roll call.

Chairperson Renne called the meeting to order at 5:31 PM.

COMMISSION MEMBERS PRESENT: Paul Renne, Chairperson; Beverly Hayon, Commissioner; Ben Hur, Commissioner (Brett Andrews, Vice-Chairperson, and Peter Keane, Commissioner, were both excused absent).

STAFF PRESENT: Jesse Mainardi, Acting Executive Director; Catherine Argumedo, Investigator/Legal Analyst; Garrett Chatfield, Investigator/Legal Analyst; Steven Massey, Information Technology Officer.

OFFICE OF THE CITY ATTORNEY: Andrew Shen, Deputy City Attorney (DCA); Joshua White, DCA.

OTHERS PRESENT: David Pilpel; Larry Bush; Jonathan Mintzer; Eileen Hansen; Charley Marsteller; and other unidentified members of the public.

MATERIALS DISTRIBUTED:

- Acting Executive Director's Report;
- Draft minutes of the Regular Ethics Commission Meeting on August 24, 2015.

II. Public comment on matters appearing or not appearing on the agenda.

None.

III. Hearing on the Merits in Re: Ethics Complaint No. 19-131115, In the Matter of Lynette Sweet and Lynette Sweet for Supervisor 2010, Respondents. This matter concerns alleged violations California Government Code section 84200 (failure to file campaign statements); California Government Code section 84104 (failure to maintain records); and San Francisco Campaign and Governmental Conduct Code section 1.118 (failure to pay accrued debts within 180 days).

Acting Executive Director Mainardi announced that this item was continued by the Commission Chair at the request of the respondent.

Public Comment:

David Pilpel stated that if there was a written copy of the request for continuance, it should be made available to the public. He stated that there is public interest in this matter.

IV. Presentation by Information Technology Officer Steven Massey regarding pending changes to the Commission's website.

Acting Executive Director Mainardi introduced Steven Massey, Information Technology Officer for the Commission.

Mr. Massey presented the proposed new website design to the Commission.

Responding to a question from Commissioner Hur, Mr. Massey stated that the entire cost of the project to date was \$300 plus his time.

The Commissioners all thanked Mr. Massey for his work.

Public Comment:

David Pilpel thanked Mr. Massey for his work. He stated that other City departments would have spent a significant amount of money implementing a similar project. He stated that the enforcement chart should show the name of the respondent.

Larry Bush stated that he had a meeting with the City's Controller and stated that the Controller's Office returns two million dollars back to the City each year. He stated that some of that money could be used to integrate filing systems.

Jonathan Mintzer stated that on the current website, advice letters are not searchable and that he would like to see a search feature on the new website.

Eileen Hansen asked Mr. Massey regarding the viability of the Commission's current website host.

Mr. Massey responded to Ms. Hansen stating that the new website has been created on a platform that can easily be transferred to different hosting companies.

V. Discussion and possible action regarding Commission activities relating to its expenditure lobbyist ballot measure.

Chair Renne introduced the item and stated that he and Acting Executive Director Mainardi have attended several meetings to present the ballot measure to interested groups. He stated that he makes it clear at those meetings that the Commission cannot advocate for the ballot measure's passage.

Public Comment:

Larry Bush stated that the ballot measure has the support of former Mayors Art Agnos and Dianne Feinstein, as well as Mayor Lee. He stated that several unions have expressed concern regarding how the ballot measure may affect their organizations and that the Commission should issue a "FAQ" sheet to address those concerns.

David Pilpel stated that the Commission should also consider issuing a "FAQ" sheet on how the ballot measure will affect non-profit groups.

VI. Discussion and possible action regarding the Commission's search for a new Executive Director.

[Acting Executive Director Mainardi left the well for this item.]

Chair Renne stated that the Executive Director Search committee met on Friday, September 25, 2015, to review applications. He stated that the committee decided not to reopen the position because it was satisfied with the caliber of applicants. He stated that the committee determined that there were five applicants that it would invite to interview.

Public Comment:

David Pilpel stated that he appreciated the Commission's transparent process of the Executive Director search. He asked how many total applications that the Commission received. Chair Renne stated that there were a total of 31 applicants.

Charley Marsteller asked if the Commission would require applicants to write an essay as part of the interview process. Chair Renne stated that applicants will be provided with four questions in advance of the interview so that they can present a reasoned response. In response to Mr. Marsteller, Chair Renne stated that the committee will interview the five candidates by Skype first, and then move any successful candidates to interview with the full Commission.

Eileen Hansen stated that she had suggested to the committee that it consider enlisting a member of the public to sit with the committee during the candidate interviews to offer public input. Chair Renne stated that, at this point in the process, enlisting a member of the public to be part of the selection process would be problematic and might delay the process.

Commissioner Hur stated that the Commission has made great efforts to keep the Executive Director search transparent and has engaged with the public throughout the process.

Commissioner Hayon stated that, although she thought Ms. Hansen's suggestion was interesting, it would create unnecessary conflict. She stated that it would be incredibly difficult to determine who should sit on the committee as a member of the public.

Larry Bush stated that the Commission should consider holding interviews after the election in November as the election results will provide guidance to the Commission on what the public thinks.

VII. Discussion and possible action on the Commission's August 24, 2015 draft meeting minutes.

[Acting Executive Director Mainardi returned to the well for this item.]

Public Comment:

David Pilpel made several suggestions to help clarify the minutes. He stated that on page four of the minutes, staff should indicate when and for which items individuals entered and left the hearing room during closed session.

Motion 150928-01: (Hur/Hayon) Moved, seconded, and passed (3-0; Andrews and Keane excused) that the Commission approve the draft minutes, subject to changes on page four regarding closed session.

VIII. Discussion of Acting Executive Director's Report.

Acting Executive Director Mainardi stated that the Commission has distributed significant public funds to two candidates in the District 3 Supervisorial race. He also publicly recognized former Ethics Commission staff member Malika Alim who accepted a new position with the Health Service System. He stated that the Commission has sent out 65 invitations to various groups to join the Commission's interested persons list, and six have accepted.

Commissioner Hur thanked Chair Renne and Acting Executive Director Mainardi for attending informational meetings regarding the Commission's ballot measure.

Public Comment:

David Pilpel stated that Ms. Alim was a great employee and that she will be missed.

IX. Items for future meetings.

Chair Renne stated that he would like to discuss the enforcement procedures at a future meeting. He stated that he would like to determine if there is a way to expedite enforcement matters that may have a bearing on an upcoming election.

Commissioner Hur stated that he also would like to address the enforcement procedures.

Public Comment:

Charley Marsteller stated that the Commission should look to other Ethics agencies to see if any streamlined enforcement procedures could be used as a guide for San Francisco.

David Pilpel stated that the enforcement procedures should be reviewed, and that there could be a system of prioritization to handle more pressing matters over older cases.

Larry Bush stated that he agreed with Chair Renne that the enforcement procedures should be revised. He stated that the Commission could establish a clear set of guidelines regarding penalties.

Eileen Hansen stated that she also agreed with Chair Renne regarding the revision of the enforcement procedures. She stated that complaints can be filed that could affect an election, but would not be resolved prior to the election because of the procedures.

Commissioner Hayon stated that the department should look at how the workload is distributed.

X. Discussion and possible action regarding complaints received or initiated by the Ethics Commission concerning:

- (1) California Government Code section 84104 (failure to maintain committee records) and California Government Code section 84211 (failure to disclose contributions);**
- (2) California Government Code section 84104 (failure to maintain committee**

records), California Government Code section 84211 (failure to disclose contributions), San Francisco Campaign and Governmental Conduct Code section 1.114(a) (exceeding contribution limit), and San Francisco Campaign and Governmental Conduct Code section 1.118(a) (failure to pay for accrued expenses); (3) California Government Code sections 82013, 84100 et seq. (failure to register and report as a political committee); (4) San Francisco Campaign and Governmental Conduct Code section 1.162(a) (failure to include disclaimer in appropriate font size); and (5) California Government Code section 84211 (failure to report independent expenditures), and San Francisco Campaign and Governmental Conduct Code sections 1.152(a) (failure to file "24 hour" report), 1.160.5 (failure to report persuasion poll), and 1.161(a) (failure to include proper disclaimers on campaign signs).

Closed Session.

Public Comment:

Eileen Hansen requested that the Commission estimate how long it will be in closed session.

Motion 150928-02: (Hur/Hayon) Moved, seconded, and passed (3-0; Andrews and Keane excused) that the Commission go into closed session.

The Commission went into closed session at 6:49 PM. All members of the public left the hearing room. DCA Shen left the hearing room and DCA White entered the hearing room to advise the Commission during closed session. Chair Renne, Commissioner Hayon, Commissioner Hur, Acting Executive Director Mainardi, staff member Argumedo and staff member Chatfield remained in the hearing room.

At 7:48 PM, Acting Executive Director Mainardi left the hearing room during Items (1) and (2), which were heard after items (3), (4), and (5).

At 8:03 PM, the Commission returned to open session.

Motion 150928-03: (Hayon/Hur) Moved, seconded, and passed (3-0; Andrews and Keane excused) that the Commission not disclose its closed session deliberations.

Chair Renne stated that the Commission approved two settlement agreements during closed session.

Public Comment:

Eileen Hansen asked for a reason as to why the Commission will not disclose its closed session deliberations. Chair Renne stated that the matters are confidential and ongoing.

XI. Adjournment.

Motion 150928-04: (Hayon/Hur) Moved, seconded, and passed (3-0; Andrews and Keane excused) that the Commission adjourn.

The Commission adjourned the meeting at 8:08 PM.



**SAN FRANCISCO ETHICS COMMISSION
NOTICE OF SPECIAL COMMITTEE MEETING**

October 9, 2015, 9:00 A.M.

and AGENDA

**25 Van Ness Avenue, Room 70 (Conference Room)
San Francisco**

GOVERNMENT
DOCUMENT

OCT 05

SAN FRAN
PUBLIC ME

- I. Call to order and roll call.
- II. Discussion and possible action regarding the Commission's appointment of a new Executive Director, including interviews of applicants.

- 19/15
Special
- a. Public comment on all matters pertaining to Agenda Item II, including whether to meet in closed session.
 - b. Vote on whether to meet in closed session under California Government Code (Brown Act) section 54957(b) and Administrative Code (Sunshine Ordinance) section 67.10(d). (Action.)
 - c. Discussion and possible action regarding appointment of a new Executive Director.
 - d. If closed session is held, reconvene in open session.
 - e. Vote on whether to disclose discussions held in closed session pursuant to Administrative Code (Sunshine Ordinance) section 67.12(a).

Motion: The Special Committee of the Ethics Commission moves (not) to disclose its closed session deliberations re: appointment of a new Executive Director.

The Commission also welcomes written comments regarding its search, which can be sent via email to: ethics.commission@sfgov.org or by regular mail to San Francisco Ethics Commission, Attn: Paul Renne, 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102.

III. Adjournment.

There will be an opportunity for public comment on each agenda item.

Materials contained in the Commission packets for meetings are available for inspection and copying during regular office hours at the Ethics Commission, 25 Van Ness Avenue, Suite 220, at least 72 hours prior to meetings. Any materials distributed to members of the Ethics Commission within 72 hours of the meeting or after the agenda packet has been delivered to the members are available for public inspection at the Ethics Commission, 25 Van Ness Avenue, Suite 220, San Francisco, during normal office hours.

Cell phones, pagers and similar sound-producing electronic devices: The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. The Chair may order the removal from the meeting room of any person responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Disability Access: The Ethics Commission meeting will be held in Room 400, City Hall, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA. The Commission meeting room is accessible to persons using wheelchairs and other assistive mobility devices. Ramps are available at the Grove, Van Ness and McAllister entrances. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

To request assistive listening devices, real time captioning, sign language interpreters, readers, large print agendas or other accommodations, please contact the Ethics Commission at (415) 252-3100 or ethics.commission@sfgov.org at least 72 hours in advance before the meeting, except for Monday meetings, for which the deadline is 4:00 p.m. the previous Friday. Late requests will be honored, if possible.

Language Access: Per the Language Access Ordinance (Chapter 91 of the San Francisco Administrative Code), Chinese, Spanish and/or Filipino (Tagalog) interpreters will be available upon requests. Meeting Minutes may be translated, if requested, after they have been adopted by the Commission. Assistance in additional languages may be honored whenever possible. To request assistance with these services please contact at (415) 252-3100 or ethics.commission@sfgov.org at least 48 hours in advance of the hearing. Late requests will be honored if possible.

Chemical-Based Products: In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical-based products. Please help the City accommodate these individuals.

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE (Chapter 67 of the San Francisco Administrative Code): Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review.

FOR MORE INFORMATION ON YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE OR TO REPORT A VIOLATION OF THE SUNSHINE ORDINANCE, CONTACT THE SUNSHINE ORDINANCE TASK FORCE, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689; phone: (415) 554-7724; fax: (415) 554-7854; email: SOTF@SFGOV.ORG. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, at the San Francisco Public Library, and on the City's website at <http://www.sfgov.org>

Lobbyist Registration and Reporting Requirements: Individuals who influence or attempt to influence local policy or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code sections 2.100 – 2.160) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102; telephone (415) 252-3100, fax (415) 252-3112; and website: www.sfgov.org/ethics.

[DRAFT]

Minutes of the Special Committee Meeting of
The San Francisco Ethics Commission
October 09, 2015
Room 70, 25 Van Ness Avenue
San Francisco, CA 94102

GOVERNMENT
DOCUMENTS DEPT

NOV 19 2015

SAN FRANCISCO
PUBLIC LIBRARY

I. Call to order and roll call.

Chairperson Renne called the meeting to order at 9:01 AM.

COMMITTEE MEMBERS PRESENT: Paul Renne, Chairperson; Brett Andrews, Vice-Chairperson.

STAFF PRESENT: Garrett Chatfield, Investigator/Legal Analyst.

OFFICE OF THE CITY ATTORNEY: Andrew Shen, Deputy City Attorney (DCA).

OTHERS PRESENT: Bob Planthold; Larry Bush; and Elena Schmid.

II. Discussion and possible action regarding the Commission's appointment of a new Executive Director, including interviews of applicants.

Chairperson Renne stated that the purpose of this meeting was to interview five candidates for the Executive Director position. He stated that the interviews will be held in closed session. He stated that the sub-committee will move any successful candidates to be interviewed by the full Commission at a subsequent Commission meeting.

Public Comment:

Larry Bush stated that he would like to know what the procedure will be in closed session regarding the interviews. He stated that the upcoming election will have an impact on the political climate in the City and the full Commission should not interview candidates until after the election.

Bob Planthold stated that the Commission should build any salary negotiations into its hiring timeline.

Chair Renne stated that each interview will last 45 minutes.

Vice-Chair Andrews stated that the salary range is set by the Department of Human Resources.

Motion 151009-01 (Andrews/Renne): Moved, seconded, and passed (2-0) for the sub-committee to move into closed session in order to interview candidates for the Executive Director position.

All members of the public and staff left the meeting room. The sub-committee moved into closed session at 9:15 AM and relocated to the Department of Human Resources at One South Van Ness Avenue to conduct the interviews. The interviews were conducted in closed session with Chair Renne, Vice-Chair Andrews, and DCA Shen present. The Committee came out of closed session at 4:00 PM. No members of the public returned to the hearing room. Chair Renne, Vice-Chair Andrews, DCA Shen, and staff member Chatfield returned to the hearing room.

Motion 151009-02 (Andrews/Renne): Moved, seconded, and passed (2-0) that the sub-committee not disclose its closed session deliberations re: interviews of candidates.

III. Adjournment.

The meeting adjourned at 4:02 PM.

Minutes of the Special Committee Meeting of
The San Francisco Ethics Commission
October 09, 2015
Room 70, 25 Van Ness Avenue
San Francisco, CA 94102

GOVERNMENT
DOCUMENTS DEPT

NOV 25 2015

SAN FRANCISCO
PUBLIC LIBRARY

I. Call to order and roll call.

Chairperson Renne called the meeting to order at 9:01 AM.

COMMITTEE MEMBERS PRESENT: Paul Renne, Chairperson; Brett Andrews, Vice-Chairperson.

STAFF PRESENT: Garrett Chatfield, Investigator/Legal Analyst.

OFFICE OF THE CITY ATTORNEY: Andrew Shen, Deputy City Attorney (DCA).

OTHERS PRESENT: Bob Planthold; Larry Bush; and Elena Schmid.

II. Discussion and possible action regarding the Commission's appointment of a new Executive Director, including interviews of applicants.

Chairperson Renne stated that the purpose of this meeting was to interview five candidates for the Executive Director position. He stated that the interviews will be held in closed session. He stated that the sub-committee will move any successful candidates to be interviewed by the full Commission at a subsequent Commission meeting.

Public Comment:

Larry Bush stated that he would like to know what the procedure will be in closed session regarding the interviews. He stated that the upcoming election will have an impact on the political climate in the City and the full Commission should not interview candidates until after the election.

Bob Planthold stated that the Commission should build any salary negotiations into its hiring timeline.

Chair Renne stated that each interview will last 45 minutes.

Vice-Chair Andrews stated that the salary range is set by the Department of Human Resources.

Motion 151009-01 (Andrews/Renne): Moved, seconded, and passed (2-0) for the sub-committee to move into closed session in order to interview candidates for the Executive Director position.

All members of the public and staff left the meeting room. The sub-committee moved into closed session at 9:15 AM and relocated to the Department of Human Resources at One South Van Ness Avenue to conduct the interviews. The interviews were conducted in closed session with Chair Renne, Vice-Chair Andrews, and DCA Shen present. The Committee came out of closed session at 4:00 PM. No members of the public returned to the hearing room. Chair Renne, Vice-Chair Andrews, DCA Shen, and staff member Chatfield returned to the hearing room.

Motion 151009-02 (Andrews/Renne): Moved, seconded, and passed (2-0) that the sub-committee not disclose its closed session deliberations re: interviews of candidates.

III. Adjournment.

The meeting adjourned at 4:02 PM.



**SAN FRANCISCO ETHICS COMMISSION
NOTICE OF REGULAR MEETING
October 26, 2015, 5:30 P.M.
and AGENDA**

**Room 400, City Hall
1 Dr. Carlton B. Goodlett Place, San Francisco**

GOVERNMENT
DOCUMENTS DEPT

OCT 23 2015

SAN FRANCISCO
PUBLIC LIBRARY

- I. Call to order and roll call.
- II. Public comment on matters appearing or not appearing on the agenda.
- III. Discussion and possible action regarding complaints received or initiated by the Ethics Commission concerning San Francisco Campaign and Governmental Conduct Code section 3.218 (incompatible activities). Possible Closed Session.
- 26/15
- a. Public comment on all matters pertaining to Agenda Item III, including whether to meet in closed session.
- b. Vote on whether to assert attorney-client privilege and meet in closed session under Charter section C3.699-13, Brown Act section 54956.9 and Sunshine Ordinance section 67.10(d) to discuss anticipated litigation as plaintiff. (Action.)
- c. Conference with Legal Counsel: Anticipated litigation as plaintiff. (Discussion and possible action.)
- Number of possible cases: 1
- d. If closed session is held, reconvene in open session.
- e. Discussion and vote pursuant to Brown Act section 54957.1 and Sunshine Ordinance section 67.12 on whether to disclose any action taken or discussions held in closed session regarding anticipated litigation as plaintiff. (Discussion and possible action.)
- Motion: The Ethics Commission moves (not) to disclose its closed session deliberations re: anticipated litigation.
- IV. Discussion and possible action regarding Commission activities relating to its expenditure lobbyist ballot measure (Proposition C).
- V. Discussion and possible action on an Annual Report for Fiscal Year 2014-2015. The Commission will discuss the draft annual report, possible amendments, and

submission to the Mayor and Board of Supervisors. (Attachment: Draft Annual Report for FY 14-15.)

- VI. Discussion of Acting Executive Director's Report. An update of important Ethics Commission staff activities since the previous monthly meeting. The written report, which is available at the Commission office and on its website, covers topics such as the investigation and enforcement program, revenues, campaign finance disclosure program, public financing/campaign finance audit program, lobbyist program, campaign consultant program, permit consultant program, major developer program, outreach and education, and future staff projects. Any of these subjects may potentially be part of the Director's presentation or discussed by the Commission. (Attachment: Acting Executive Director's Report.)
- VII. Items for future meetings. Commissioners may propose items for future agendas, and the Commission may determine the priority of these items. (Discussion and possible action.)
- VIII. Discussion and possible action on the Commission's September 28, 2015 draft meeting minutes. (Attachment: September 28, 2015 draft minutes.)
- IX. Discussion and possible action regarding complaints received or initiated by the Ethics Commission concerning:
- (1) California Government Code section 84211 (failure to report independent expenditures), and San Francisco Campaign and Governmental Conduct Code sections 1.152(a) (failure to file "24 hour" report), 1.160.5 (failure to report persuasion poll), and 1.161(a) (failure to include proper disclaimers on campaign signs);
 - (2) San Francisco Campaign and Governmental Conduct Code section 1.161 (failure to include disclaimers), California Government Code sections 84101 (failure to register as a committee), 84203 (failure to file a late contribution report), and 84200.5 (failure to file pre-election statement);
 - (3) San Francisco Campaign and Governmental Conduct Code section 2.110 (failure to report lobbying contacts); and
 - (4) San Francisco Campaign and Governmental Conduct Code section 2.110 (failure to register and report as a lobbyist).

Possible Closed Session.

- a. Public comment on all matters pertaining to Agenda Item IX, including whether to meet in closed session.
- b. Vote on whether to assert attorney-client privilege and meet in closed session under Charter section C3.699-13, Brown Act section 54956.9 and Sunshine Ordinance section 67.10(d) to discuss anticipated litigation as plaintiff. (Action.)

- c. Conference with Legal Counsel: Anticipated litigation as plaintiff.
(Discussion and possible action.)

Number of possible cases: 4

- d. If closed session is held, reconvene in open session.
- e. Discussion and vote pursuant to Brown Act section 54957.1 and Sunshine Ordinance section 67.12 on whether to disclose any action taken or discussions held in closed session regarding anticipated litigation as plaintiff. (Discussion and possible action.)

Motion: The Ethics Commission moves (not) to disclose its closed session deliberations re: anticipated litigation.

X. Discussion and possible action regarding the Commission's appointment of a new Executive Director. Possible Closed Session.

- a. Public comment on all matters pertaining to Agenda Item X, including whether to meet in closed session.
- b. Vote on whether to meet in closed session under California Government Code (Brown Act) section 54957(b) and Administrative Code (Sunshine Ordinance) section 67.10(d). (Action.)
- c. Discussion and possible action regarding appointment of a new Executive Director.
- d. If closed session is held, reconvene in open session.
- e. Vote on whether to disclose discussions held in closed session pursuant to Administrative Code (Sunshine Ordinance) section 67.12(a).

Motion: The Ethics Commission moves (not) to disclose its closed session deliberations re: appointment of a new Executive Director.

XI. Adjournment.

There will be an opportunity for public comment on each agenda item.

Materials contained in the Commission packets for meetings are available for inspection and copying during regular office hours at the Ethics Commission, 25 Van Ness Avenue, Suite 220, at least 72 hours prior to meetings. Any materials distributed to members of the Ethics Commission within 72 hours of the meeting or after the agenda packet has been delivered to the members are available for public inspection at the Ethics Commission, 25 Van Ness Avenue, Suite 220, San Francisco, during normal office hours.

Cell phones, pagers and similar sound-producing electronic devices: The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. The Chair may order the removal from the meeting room of any person responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Disability Access: The Ethics Commission meeting will be held in Room 400, City Hall, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA. The Commission meeting room is accessible to persons using wheelchairs

and other assistive mobility devices. Ramps are available at the Grove, Van Ness and McAllister entrances. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

To request assistive listening devices, real time captioning, sign language interpreters, readers, large print agendas or other accommodations, please contact the Ethics Commission at (415) 252-3100 or ethics.commission@sfgov.org at least 72 hours in advance before the meeting, except for Monday meetings, for which the deadline is 4:00 p.m. the previous Friday. Late requests will be honored, if possible.

Language Access: Per the Language Access Ordinance (Chapter 91 of the San Francisco Administrative Code), Chinese, Spanish and or Filipino (Tagalog) interpreters will be available upon requests. Meeting Minutes may be translated, if requested, after they have been adopted by the Commission. Assistance in additional languages may be honored whenever possible. To request assistance with these services please contact at (415) 252-3100 or ethics.commission@sfgov.org at least 48 hours in advance of the hearing. Late requests will be honored if possible.

Chemical-Based Products: In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical-based products. Please help the City accommodate these individuals.

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE (Chapter 67 of the San Francisco Administrative Code): Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review.

FOR MORE INFORMATION ON YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE OR TO REPORT A VIOLATION OF THE SUNSHINE ORDINANCE, CONTACT THE SUNSHINE ORDINANCE TASK FORCE, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689; phone: (415) 554-7724; fax: (415) 554-7854; email: SOTF@SFGOV.ORG. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, at the San Francisco Public Library, and on the City's website at <http://www.sfgov.org>

Lobbyist Registration and Reporting Requirements: Individuals who influence or attempt to influence local policy or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code sections 2.100 – 2.160) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102; telephone (415) 252-3100, fax (415) 252-3112; and website: www.sfgov.org/ethics.

S:\AGENDA\2015\10.26.2015meeting.docx



San Francisco Ethics Commission

Annual Report
July 1, 2014 - June 30, 2015

The Ethics Commission is pleased to present this report on the activities, progress, and accomplishments of its **twentieth** year of operation to the Mayor, Board of Supervisors, and citizens of San Francisco.

Paul A. Renne
Chairperson

San Francisco Ethics Commission
25 Van Ness Avenue, Suite 220
San Francisco, CA 94102

Email: ethics.commission@sfgov.org
Web site: www.sfethics.org
Telephone: 415/252-3100
Fax: 415/252-3112

San Francisco Ethics Commission Annual Report FY 2014-2015

The Ethics Commission serves the citizens of San Francisco, candidates for City office, and City employees, elected and appointed officials by enforcing the City's governmental ethics laws, providing education about their provisions, and serving as a repository for related information.

The Commission acts as filing officer for financial disclosure statements related to City officials, campaigns, lobbyists, permit consultants, and major developers; audits certain of these financial statements for compliance with state and local laws; investigates complaints alleging ethics and political law violations; raises public awareness of ethics and political laws; researches and proposes ethics and political law-related legislative changes; and provides ethics and political law advice to City candidates, officeholders, officers, employees and to the general public.

The Commission is pledged to a high standard of excellence in government accountability, and to that end has worked not only to implement the law, but also to amend existing law or create new law that will further the voters' right to know and ensure integrity in government decision-making and in the campaigns of those who wish to govern.

Highlights of the Twentieth Year

The Commission delivered a diverse array of work products and services to the citizens of San Francisco. More specifically, in FY 2014-2015, the Commission:

- Updated and streamlined certain campaign reporting and disclaimer requirements.
- Approved regulations clarifying and otherwise interpreting the City's Lobbyist Ordinance.
- Implemented new requirements for lobbyists, permit consultants, and major developers.
- Substantially reduced the Commission's audit backlog.
- Imposed fines totaling \$35,950 for violations of laws under the Commission's jurisdiction.
- Engaged in outreach to various local groups, including Code for America and RepresentUs.
- Partnered with UC Hastings, SF State, CORO, and YouthWorks.
- Developed policies to facilitate the handling of Sunshine Ordinance referrals.

- Placed a measure to regulate “expenditure lobbyists” on the ballot.
- Continued to be an industry leader in campaign finance data visualizations and open data.

Mandates and Accomplishments of the Commission

Campaign Finance Reform Ordinance

Local candidate and ballot measure campaigns are regulated by the City’s Campaign Finance Reform Ordinance (“CFRO”), which incorporates state campaign finance law and imposes a number of additional reporting requirements and limitations.

At its January 27 and February 23, 2015 meetings, the Commission approved amendments to CFRO, which updated and streamlined certain reporting and disclaimer requirements, as well as repealed certain contribution limits. Among other things, the changes:

- Eliminated the mass mailing, persuasion poll and “\$5,000 report” disclosure requirements.
- Imposed a new member communications reporting requirement.
- Standardized the reporting period and thresholds for independent expenditures, electioneering communications, and member communications.
- Required the filing of copies of all reported independent expenditures, electioneering communications, and member communications.
- Standardized the City’s various disclaimer requirements to more closely track state law.

The Commission’s changes were ultimately approved by the Board of Supervisors and the Mayor in June 2015, and took effect the following month. Commission staff worked to produce required forms and Fact Sheets for the November 2015 election.

Also, the Commission held a special public hearing on June 5, 2015 and received testimony from experts Robert Stern and Corey Cook, and from members of the public, regarding the potential need for, and the implications of, imposing campaign contribution limits on candidate-controlled ballot measure committees and/or legal defense funds.

Audit Program

The Commission serves as the filing officer for campaign statements filed by San Francisco candidates and other committees that support or oppose local ballot measures or candidates. The Commission conducts audits of certain committees that are selected under a random selection process and mandatory audits of publicly funded candidates.

This year, the Commission randomly selected ten campaign committees for audits from a pool of 60 committees that were active in elections during the calendar year 2014.

Also, for the first time, the Commission randomly selected four lobbyists active in 2014 for audit. The four lobbyists were chosen from a pool of 37.

Finally, with help from the Controller's office, the Commission's auditors reduced its audit backlog by completing 31 audits during the fiscal year. As June 30, 2015, there were 14 uncompleted audits, which are scheduled to be completed during the first half of FY 15-16.

Statement of Economic Interests (SEI), Sunshine Ordinance Declaration, and Certificate of Ethics Training

In FY 2014-15, 482 City officers (e.g., commissioners, board members, department heads and elected officials) filed their Statements of Economic Interests (Form 700) electronically with the Ethics Commission. Staff also received 390 Certificates of Ethics Training and 386 Sunshine Ordinance Declarations, which were submitted on paper and processed manually.

There were 45 late-filed annual Form 700s (9%), which is an increase from the 32 late-filed reports in 2014 (6%). Three filers have been referred to the Fair Political Practices Commission for non-filing. Staff will continue its efforts to lower the number of late- and non-filers.

At its June 29, 2015 meeting, the Commission discussed a draft regulation that would expanded the electronic filing requirement to all of the City's so-called "designated filers" who currently file their Form 700 in paper format with their own department. In light of certain concerns voiced by union representatives, the Commission directed staff to engage in "meet and discuss" meetings with those representatives to be facilitated by the Department of Human Resources.

Lobbyist Registration and Reporting

There was much Commission activity this year with regard the City's Lobbyist Ordinance, which requires local lobbyists to register with the City and file monthly electronic reports about their activity intended to influence local legislative or administrative action.

In the wake of legislation passed in the prior fiscal year amending the Lobbyist Ordinance, the Commission approved certain regulations implementing and interpreting that ordinance at its July 28, 2014 meeting. Among other things, the approved regulations defined those activities that constitute "arranging" contributions. This regulation has led to increased reporting of such arranged contributions.

The changes to the ordinance, which eliminated the monetary threshold necessary to qualify as a City lobbyist and replaced it with a bright-line "contacts" test, resulted in an increase in the number of registered City lobbyists. At the end of the 2014-15 fiscal year, 137 individual lobbyists were registered with the Commission, which was an increase over the last fiscal year of 100 lobbyists. Registered lobbyists reported receiving \$6,929,124 in promised payments. Total revenues collected by the Commission amounted to \$95,050, including \$95,000 in lobbyist registration fees and \$50 in late fines.

In light of all the new changes, Commission staff published a new Lobbyist Manual as well as a new Lobbyist Training Video. Both are posted on the Commission's website. Commission staff also worked with law students from the UC Hastings Center for State & Local Government Law to produce fact sheets summarizing the requirements of the Lobbyist Ordinance in plain English. The Fact Sheets are also posted on the Commission's website.

Finally, acting as ad hoc committee of one, Commissioner Keane developed a proposal to amend the Lobbyist Ordinance to impose reporting requirements on "expenditure lobbyists" that seek to engage members of the public to lobby City officials. At its June 29, 2015 meeting, the Commission voted to place this proposal on the November 3, 2015 ballot.

Permit Consultant Registration and Reporting

As part of the legislation from the prior fiscal year amending the Lobbyist Ordinance, similar registration and reporting requirements were imposed for the first time on so-called "permit consultants," who are paid to contact the Department of Building Inspection, the Entertainment Commission, the Planning Department, or the Department of Public Works to facilitate the approval of certain City permits.

Effective January 1, 2015, these permit consultants have been required to register and file quarterly reports with the Commission disclosing client information, compensation, City officers and employees contacted, the relevant permits, and certain contribution information.

After passage of the legislation, Commission staff worked to timely produce and disseminate required registration and reporting forms and Fact Sheets by the January 1, 2015 effective date. Staff also conducted outreach via the Department of Building Inspection and the Planning Department regarding the new requirements.

As of June 30, 2015, 44 permit consultants had registered with the Ethics Commission. All registered campaign consultants filed the required quarterly reports. Out of 90 reports filed with the Commission, 22 were filed after the required deadline. Permit consultants reported receiving approximately \$2,962,631 in payments from registered clients.

Major Developer Registration and Reporting

Also part of the Lobbyist Ordinance legislation were new reporting requirements for developers of certain City real estate projects with an estimated construction cost of more than \$1,000,000. Effective July 26, 2014, developers have been required to file five forms with the Commission over the course of about a year disclosing donations to nonprofit organizations that have contacted City officials about their project.

The first form is due within 30 days of certification of an Environmental Impact Report ("EIR") by a local agency or, if the project relies on a program EIR, within 30 days of the adoption of a final environmental determination under the California Environmental Quality Act. Disclosure is not required for a residential development project with four or fewer dwelling units.

After passage of the legislation, Commission staff worked to timely produce and disseminate required reporting forms and Fact Sheets. Staff also conducted outreach via the Planning Department regarding the new requirements. Nevertheless, only three developers had registered with respect to five projects by June 30, 2015. Staff is investigating potential under-reporting.

Campaign Consultant Registration and Reporting

The Campaign Consultant Ordinance, passed in 1997, requires any individual or entity that earns \$1,000 or more in a calendar year in exchange for providing campaign consultant services to register with the Ethics Commission and file quarterly disclosure statements. The Campaign Consultant Ordinance is the result of a voter referendum and is therefore not subject to changes without additional voter approval.

Campaign consultants are required to report the names of clients, services provided for those clients, payments promised or received, political contributions, gifts made to local officials, and other information. Beginning with the first quarter of 2013, the Commission no longer issues quarterly report summaries of campaign consultant activity. Instead, information regarding all activity has been and will continue to be provided via the Campaign Consultant Activity Dashboard on the Commission's website and made available for download through the City's data.sfgov.org open data system. Staff continues to ensure that all consultants who are required to be registered with the Commission file their registration forms and pay their registration fees.

During FY 2014-2015, 43 campaign consultants were registered with the Ethics Commission. All registered campaign consultants filed the required quarterly reports. Out of 112 reports filed with the Commission, 19 were filed after the required deadline. Campaign consultants reported receiving approximately \$11.5 million in payments from registered clients. As of June 30, 2015, 20 consultants remained active and 22 clients were registered.

Investigations and Enforcement

The Ethics Commission has the authority to investigate complaints that allege violations of certain state and local laws that relate to campaign finance, conflicts of interest, lobbying, campaign consultants, permit consultants, major developers, and governmental ethics.

During FY 2014-2015, 104 pending and/or new complaints were under review by the Commission's enforcement staff. 83 complaints were resolved during the fiscal year; 56 of these complaints were determined not to be within the jurisdiction of the Commission and/or not to warrant further action. The Commission imposed \$35,950 for various violations of law through stipulated settlements and/or administrative orders.

Throughout the year, the Executive Director's Reports submitted to the Commission at each of its regular meetings show the number of complaints that have warranted further action.

Whistleblower Protection Ordinance

Chapter IV of the San Francisco Campaign & Governmental Conduct Code (the “Whistleblower Protection Ordinance”) requires the Commission to investigate complaints filed with the Commission alleging retaliation against City officers or employees who have

- Filed a complaint with the Ethics Commission, Controller, District Attorney or City Attorney, or a written complaint with the Complainant's department, alleging that a City officer or employee engaged in improper governmental activity;
- Filed a complaint with the Controller's Whistleblower Program; or
- Cooperated with an investigation of a complaint conducted under the Ordinance.

“Improper government activity” by a City officer or employee includes the following:

- Violating local campaign finance, lobbying, conflicts of interests or governmental ethics laws, regulations or rules;
- Violating the California Penal Code by misusing City resources;
- Creating a specified and substantial danger to public health or safety by failing to perform duties required by the officer or employee's City position; or
- Abusing his or her City position to advance a private interest.

Section 4.115(a) defines “retaliation” as the “termination, demotion, suspension, or other similar adverse employment action” taken against any City officer or employee for having in good faith participated in any of the following protected activities:

Section 4.130 requires the Commission to provide an annual report to the Board of Supervisors, reporting the certain information regarding complaints filed under Chapter IV during FY 2014-2015. That information is below.

Question	Answer
Number of complaints received.	12
Type of conduct complained about.	Various forms of retaliation, including termination, disciplinary action, reassignment, and harassment.
Number of referrals to the Civil Service Commission, other City departments, or other government agencies.	3
Number of investigations the Ethics Commission conducted.	1
Findings or recommendations on policies or practices resulting from the Ethics Commission's investigations.	See below.

Question	Answer
Number of disciplinary actions taken by the City as a result of complaints made to the Ethics Commission.	Unknown.
Number and amount of administrative penalties imposed by the Ethics Commission as a result of complaints made to the Commission.	Zero/\$0.

Relatedly, on June 8, 2015, the 2014-2015 San Francisco Civil Grand Jury issued a report entitled "The Whistleblower Protection Ordinance Is In Need Of Change." The report made a number of suggestions intended to increase the effectiveness of the ordinance, including suggestions that would expand the ordinance's scope, impose additional remedies, and make procedural changes to the investigation process. The Commission considered the recommendations set forth in the report at its June 29, 2015 meeting and agreed to look into these issues in more detail.

Enforcement Procedures for Handling Violations of the Sunshine Ordinance

Enforcement regulations for handling violations of the Sunshine Ordinance went into effect on January 25, 2013. The Commission subsequently held a number of public hearings regarding violations of the Sunshine Ordinance pursuant to those regulations.

Nevertheless, certain procedural and substantive issues related to referrals from the Sunshine Ordinance Task Force continued to arise, which impeded the ability of the Commission to effectively handle these referrals. Namely, the Commission struggled to address inconsistencies between the Task Force's proceedings and its referrals, the degree to which departments and department heads should bear responsibility for their employees' violations, and the meaning of the term "authorized representative" for purposes of the Ordinance.

After receiving feedback from members of the Sunshine Ordinance Task Force, the Commission approved certain policies meant to address these issues, which it conveyed to the Task Force. The Commission continued to hear referrals from the Task Force, although such referrals were made less frequently.

Education and Outreach

During the year, staff provided or participated in at least 19 trainings and meetings related to matters within the jurisdiction of the Ethics Commission. These trainings and meetings included:

- Conducting trainings for candidates running for City office;
- Meeting with representatives of San Francisco chapter of Represent.Us, which seeks to pass and improve anti-corruption laws in cities and states across the United States;

- Making a presentation at the “CA Campaign Finance Summit: Analyzing Money in Politics using Visual Data” at Code for America in San Francisco;
- Attending and answering questions at the “Code for SF Hack Day – Campaign Finance” at Code for America’s San Francisco offices;
- Providing overviews of San Francisco’s ethics standards to officials from China; and
- Giving a guest lecture on governmental ethics to a class of MPA candidates at the Presidio Graduate School in San Francisco.

The Commission’s educator/outreach coordinator continues to help with these efforts, as well as efforts to update the Commission’s publications and training videos.

Advice and Opinions

The Commission is charged with interpreting and applying the campaign, lobbying and governmental ethics laws under its jurisdiction, requiring that it consider requests for waivers and issue formal and informal written advice on matters requiring interpretation.

Commission staff is available each workday to answer public inquiries about City campaign, lobbying and governmental ethics laws. During the course of the year, the number of inquiries runs into the hundreds. Also, on an on-going basis staff provides training to candidates and campaign treasurers on using the Commission’s online electronic filing system, SFEDS.

Electronic Advances

During FY 14-15, the Commission continued its efforts to improve electronic data access and migrate additional paper forms to electronic format. For the November 4, 2014 election, staff developed comprehensive dashboards to cover candidate and ballot measure races, late contributions, major donors, lobbyist contributions, and campaign consultant activity.

In addition, staff published an innovative interactive rendition of Professor Justin Levitt’s “Democracy Facts” label. Staff received positive feedback from members of the public, regulated community, and other Ethics Commissions, some of which requested the source file for the Democracy Facts Label so that it could be reproduced in other cities.

Tableau Software, the company that produces the software staff used to develop the visualizations, selected the Ballot Measure Dashboards as its “Viz of the Day” on October 14, 2014. The “Viz of the Day” is a data visualization selected from visualizations developed worldwide and is featured on a website where Tableau Software showcases innovative work produced with Tableau that meets various quality characteristics in the areas of the design, analysis and visual best practices. The Ballot Measure Dashboards will remain in a gallery on Tableau Software’s website as an example of quality visualizations from which users can learn to better use the software.

Staff also worked with Code for America's SF Brigade to educate its members on campaign finance and lobbyist data analysis. The group went on to publish their own data analysis of the November 4, 2014 election at transparentvoting.com.

After the election, staff mentored two graduate interns, Kristen Wolslegel and Jeffrey Thorsby, from the San Francisco State University Public Administration Program. The students learned about campaign, lobbyist, and campaign consultant disclosure, how to conduct research, and produce data visualizations. The students finished their internship by producing a report entitled "Spending to Influence: Campaign Finance and Lobbying in San Francisco in 2014" which included a comprehensive assessment of election-related activity by political action committees, political parties, campaign consultants, major contributors, and lobbyists in the City throughout 2014. The report was published on the Commission's website.

On October 16, 2014, the Committee on Information Technology approved a metadata standard for City data published on the DataSF open data website. Commission staff was part of a working group that developed and drafted the standard.

In May 2015, the Commission released a new component to its electronic filing system to allow candidates for Mayor and Board of Supervisors to submit qualifying and matching funds requests, all supporting documentation, and a variety of other forms related to the public financing program in electronic format. Commission staff will review applications in the new system and send responses back directly into the candidate's filing account. Candidates that use the new public financing component will now only have to data enter contributions once for both public financing and disclosure forms. Candidates currently raising funds in anticipation of applying for the November 2016 election will be the first to use the new system.

The Commission's website traffic increased from FY 14-15. Contributing factors to the increase in traffic include significant traffic to the Commission's campaign finance dashboards and disclosure filings during the November 4, 2014 election. Of note:

- Users visited the Commission's website 52,818 times during the year, a 30 percent increase over FY 13-14; and
- There were 164,447 "pageviews" of the Commission's website, a 13 percent increase over FY 13-14.

Affiliations

The Commission is a member of the Council on Governmental Ethics Laws (COGEL). Three persons on staff are members of the California State Bar Association.

Budget

The Commission's annual approved budget totals are below. Please note that recent years indicate "non-grant funding." Non-grant funding is the actual operating budget of the Commission. The remaining funding for each of those years are deposits into the Election Campaign Fund and are used exclusively for payments to publicly-financed candidates for Board of Supervisors and for Mayor.

FY 94 - 95	157,000	
FY 95 - 96	261,000	
FY 96 - 97	313,274	
FY 97 - 98	394,184	
FY 98 - 99	475,646	
FY 99 - 00	610,931	
FY 00 - 01	727,787	
FY 01 - 02	877,740	
FY 02 - 03	1,156,295	
FY 03 - 04	909,518	
FY 04 - 05	1,052,389	
FY 05 - 06	1,382,441	
FY 06 - 07	8,416,109*	(1,711,835 non-grant funding)
FY 07 - 08	3,592,078	(2,261,877 non-grant funding)
FY 08 - 0	5,453,874	(2,241,818 non-grant funding)
FY 09 - 10	6,011,566	(2,283,368 non-grant funding)
FY 10 - 11	4,177,819	(2,201,325 non-grant funding)**
FY 11 - 12	8,348,537	(2,259,979 non-grant funding)***
FY 12 - 13	4,155,547	(2,256,239 non-grant funding)
FY 13 - 14	4,531,950	(2,628,391 non-grant funding)
FY 14 - 15	4,574,354	(2,625,384 non-grant funding)

*Includes 6,704,274 front-loaded funding for Mayoral Election Campaign Fund

**Agencies Citywide absorbed across-the-board budget cuts.

***Includes annual deposit of \$2,009,451 for the Election Campaign Fund (ECF) plus a repayment of \$4,079,107 borrowed in previous years

Membership and Administration

Commission membership, in order of seniority, was as follows:

<u>Commissioner</u>	<u>Appointed By</u>	<u>Dates of Service</u>
Benedict Y. Hur	Assessor-Recorder	3-2010 to 2-2016
Beverly Hayon	Mayor	1-2011 to 2-2012 2-2012 to 2-2018

Paul A. Renne	District Attorney	2-2012 to 2-2013 2-2013 to 2-2019
Brett Andrews	Board of Supervisors	6-2013 to 2-2017
Peter Keane	City Attorney	10-2013 to 2-2014 3-2014 to 2-2020

Commissioner Ben Hur was elected to serve as Chair at the February 24, 2014 and Commissioner Paul Renne was elected to serve as Vice-Chair. Commissioner Paul Renne was elected to serve as Chair at the March 23, 2015 meeting and Commissioner Brett Andrews was elected to serve as Vice-Chair.

The Ethics Commission had a staff of 18, supported by interns throughout the year. Staff included Executive Director John St. Croix; Deputy Executive Director Jesse Mainardi; Assistant Deputy Director Shaista Shaikh; Auditors Angeles Huang, Amy Li, Manisha Lal and Eric Willett; Office Manager Jen Taloa; Campaign Finance Officer Jarrod Flores; Fines Collection Officer Ernestine Braxton; Campaign Finance Assistants Teresa Shew, Malika Alim, and Lawrence Shum (who left his position during FY 2014-2015); Investigators Garrett Chatfield and Catherine Argumedo; IT Officer Steven Massey; Education and Outreach Coordinator Patricia Petersen and Special Projects Assistant Johnny Hosey.

During the fiscal year, the Commission was fortunate to have had the services of several interns:

- Mara Liwag, a YouthWorks intern and a senior at Sacred Heart Cathedral Preparatory;
- Marjorie Marcaida Uy, a YouthWorks intern and a senior at Phillip and Sala Burton Academic High School;
- Trystyn Balinton, a YouthWorks intern and a senior at George Washington High School;
- Aidan Lukomnik, a Coro Fellow;
- Andrew Rock, a graduate student at Columbia;
- Kristen Wolslegel and Jeffrey Thorsby, candidates in the Master of Public Administration program at San Francisco State University; and
- Sally Hong, and Lena Germinario, law students at UC Hastings.

In May 2015, Executive Director John St. Croix announced his resignation after ten years of service. The Commission appointed Chair Renne and Vice-Chair Andrews to a committee to lead the hiring process for Mr. St. Croix's replacement. That committee held a special meeting to solicit input from the public regarding the recruitment and selection process and the desired qualifications of the next Executive Director. The Commission later approved engaging the search firm Alliance Resource Consulting for the Executive Director recruitment process.

FUTURE INITIATIVES

The Commission will continue to fulfill its mandated duties in the forthcoming years, and may focus on achieving the following priority objectives:

- Hiring a permanent Executive Director;
- Imposing electronic filing requirements on all City Form 700 filers;
- Providing expanded training on local and state ethics rules;
- Considering changes to its enforcement procedures and policies;
- Considering changes to its policies for handling late filers and non-filers.
- Implementing Proposition C, if passed by the voters; and
- Continuing to address certain of the issues raised in its work plan from March 2015, including candidate-controlled ballot measure committees and bundling.

Respectfully Submitted,

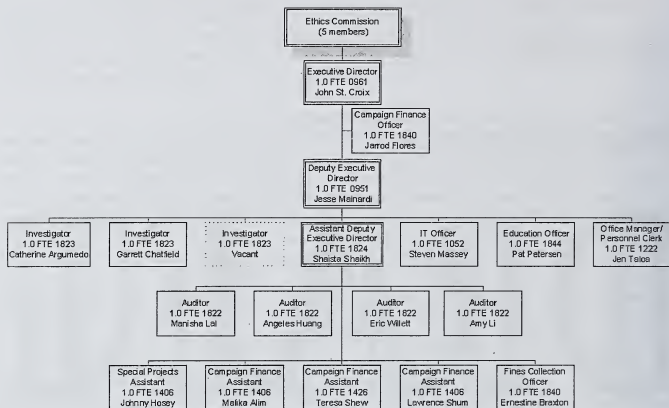
Jesse Mainardi, Acting Executive Director

DRAFT

San Francisco Ethics Commission

FY 2014-2015

(19 Positions)





ETHICS COMMISSION CITY AND COUNTY OF SAN FRANCISCO

PAUL A. RENNE
CHAIRPERSON

BRETT ANDREWS
VICE-CHAIRPERSON

BEVERLY HAYON
COMMISSIONER

BENEDICT Y. HUR
COMMISSIONER

PETER KEANE
COMMISSIONER

JESSE MAINARDI
ACTING EXECUTIVE
DIRECTOR

ACTING EXECUTIVE DIRECTOR'S REPORT TO THE SAN FRANCISCO ETHICS COMMISSION For the Meeting of October 26, 2015.

1. Public Financing in the November 3, 2015 Election

As of October 19, 2015, the Commission has disbursed a total of \$307,500 in public funds to two candidates seeking election to the District 3 seat on the Board of Supervisors. Each of the two candidates qualified for the maximum amount of public funds allowable: \$155,000 for a non-incumbent candidate and \$152,500 for an incumbent candidate. Information regarding the amounts disbursed to each candidate and the amounts privately raised and spent by each candidate is posted to data dashboards on the Commission's website.

Each of the two publicly funded candidates may spend no more than his or her Individual Expenditure Ceiling, which began at \$250,000 and has been adjusted by the Commission staff based on the sum of opposition spending against each candidate and the total supportive funds for his or her opponent. As of October 19, 2015, the Individual Expenditure Ceiling for one candidate was at \$750,000 and the other candidate's ceiling was at \$680,000. Staff monitors and processes filings by the candidates and third parties daily to determine whether the Commission needs to adjust the Individual Expenditure Ceilings.

In addition to processing requests for public funds and analyzing whether Individual Expenditure Ceilings should be adjusted, staff also continues to conduct outreach and respond to numerous questions from candidates and third party filers on a daily basis.

2. Investigation and Enforcement Program

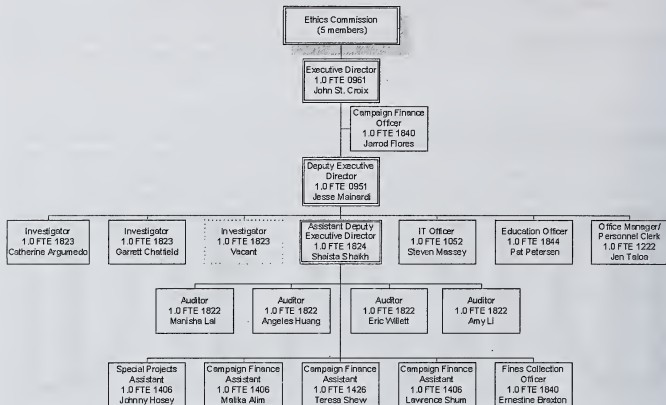
As of October 15, 2015, there were 25 pending formal complaints alleging violations within the Ethics Commission's jurisdiction.

Category	# of Complaints
Campaign Finance	8
Conflict of Interest	11
Governmental Ethics	2
Lobbyist Ordinance	3
Campaign Consultant Ordinance	1
Sunshine Ordinance	0
TOTAL	25

San Francisco Ethics Commission

FY 2014-2015

(19 Positions)





ETHICS COMMISSION

CITY AND COUNTY OF SAN FRANCISCO

ACTING EXECUTIVE DIRECTOR'S REPORT TO THE SAN FRANCISCO ETHICS COMMISSION For the Meeting of October 26, 2015.

PAUL A. RENNE
CHAIRPERSON

BRETT ANDREWS
VICE-CHAIRPERSON

BEVERLY HAYON
COMMISSIONER

BENEDICT Y. HUR
COMMISSIONER

PETER KEANE
COMMISSIONER

JESSE MAINARDI
ACTING EXECUTIVE
DIRECTOR

1. Public Financing in the November 3, 2015 Election

As of October 19, 2015, the Commission has disbursed a total of \$307,500 in public funds to two candidates seeking election to the District 3 seat on the Board of Supervisors. Each of the two candidates qualified for the maximum amount of public funds allowable: \$155,000 for a non-incumbent candidate and \$152,500 for an incumbent candidate. Information regarding the amounts disbursed to each candidate and the amounts privately raised and spent by each candidate is posted to data dashboards on the Commission's website.

Each of the two publicly funded candidates may spend no more than his or her Individual Expenditure Ceiling, which began at \$250,000 and has been adjusted by the Commission staff based on the sum of opposition spending against each candidate and the total supportive funds for his or her opponent. As of October 19, 2015, the Individual Expenditure Ceiling for one candidate was at \$750,000 and the other candidate's ceiling was at \$680,000. Staff monitors and processes filings by the candidates and third parties daily to determine whether the Commission needs to adjust the Individual Expenditure Ceilings.

In addition to processing requests for public funds and analyzing whether Individual Expenditure Ceilings should be adjusted, staff also continues to conduct outreach and respond to numerous questions from candidates and third party filers on a daily basis.

2. Investigation and Enforcement Program

As of October 15, 2015, there were 25 pending formal complaints alleging violations within the Ethics Commission's jurisdiction.

Category	# of Complaints
Campaign Finance	8
Conflict of Interest	11
Governmental Ethics	2
Lobbyist Ordinance	3
Campaign Consultant Ordinance	1
Sunshine Ordinance	0
TOTAL	25

Enforcement Summaries

- On September 28, 2015, the Ethics Commission entered into a stipulated agreement with Kim-Shree Maufas and Coalition to Elect Kim-Shree 4 School Board. Ms. Maufas admitted to committing one violation of California Government Code, section 84104; and one violation of California Government Code, section 84211, and agreed to pay a penalty of \$2,000. A copy of the agreement is available on the Commission's website.
- On September 28, 2015, the Ethics Commission entered into a separate stipulated agreement with Kim-Shree Maufas and Re-Elect Kim-Shree Maufas to Board of Education 2010. Ms. Maufas admitted to committing one violation of California Government Code, section 84104; one violation of California Government Code, section 84211; one violation of San Francisco Campaign & Governmental Conduct Code, section 1.114(a); and one violation of San Francisco Campaign & Governmental Conduct Code, section 1.118, and agreed to pay a penalty of \$2,575. A copy of the agreement is available on the Commission's website.

3. Campaign Finance Disclosure Program

a. Filing deadline. October 22, 2015 is the deadline for the Second Pre-Election statement, which covers the reporting period covering through October 17, 2015. In the interim, staff receives and processes campaign statements on an ongoing basis. Staff continues to answer questions from and conduct outreach to candidates and other committee representatives.

b. Collection of late filing fees and contribution forfeitures. As of October 15, 2015, the Commission collected \$13,208 in late fees and forfeitures for the fiscal year 2015-2016. The Commission's outstanding late fees and forfeitures were \$14,502; waiver requests for \$2,897 of this amount have been submitted. Separately, \$208,504 is pending at the Bureau of Delinquent Revenues (BDR), as shown below.

#	Committee/ Filer	ID #	Treasurer or Responsible Officer	Date referral effective	Original amount referred	Last month's balance	Current balance (Changes are in bold)	Status
1	Chris Jackson For Community College Board	1347066	Chris Jackson	7/12/13	\$6,601	\$6,601	\$6,601	Pending at Small Claims Court
2	Committee to Elect Norman For Supervisor	1327771	Jacqueline Norman	5/01/15	\$9,000	\$9,000	\$9,000	
3	Bob Squeri For District 7 Supervisor 2012	1346150	Bob Squeri	5/01/15	\$2,000	\$2,000	\$2,000	
4	Mark Farrell For Supervisor 2010	1320480	Mark Farrell	7/08/15	\$190,903	\$190,903	\$190,903	
						TOTAL	\$208,504	

4. Lobbyist Program

As of October 15, 2015, 160 individual lobbyists were registered with the Commission. Total revenues collected to date for the 2015-2016 fiscal year amount to \$13,000 in lobbyist registration fees. The next filing deadline for lobbyist disclosures is November 16, 2015.

5. Campaign Consultant Program

As of October 15, 2015, 29 campaign consultants were registered with the Commission. The Commission has collected \$4,150 in registration fees and \$1,500 in late fines so far during the 2015-2016 fiscal year.

The next campaign consultant quarterly report deadline is Tuesday, December 15, 2015, covering the reporting period from September 1, 2015 through November 30, 2015. Staff will send reminders to all active campaign consultants prior to the deadline.

6. Permit Consultant Program

Staff is processing the permit consultant quarterly reports that were due Thursday, October 15, 2015, covering the reporting period from July 1, 2015 through September 30, 2015. Approximately 46 permit consultants filed their reports.

7. Major Developer Program

As of October 19, 2015, four major developers had registered with the Commission with respect to seven major projects since the ordinance's effective date. Staff is investigating potential under-reporting.

8. Statements of Economic Interests

Staff continues to work with filing officers and non-filers who have overdue Assuming Office and Leaving Office Form 700s. Staff issued a quarterly reminder of due dates for Certificates of Ethics Training and Sunshine Ordinance Declarations.

9. Revenues Report

For fiscal year 2015-2016, the Commission was budgeted to generate \$70,000 in revenues. As of October 21, 2015, the Commission received \$39,768 or about 56% of anticipated revenues for the year.

Source	Budgeted Amount FY 15-16	Receipts
Lobbyist Fees	\$37,000	\$13,000
Other Ethics General	\$1,000	
Campaign Finance Fines	\$23,000	\$13,208
Campaign Consultant Fees	\$5,000	\$4,150

Source	Budgeted Amount FY 15-16	Receipts
Lobbyist Fines	\$1,000	
Statements of Economic Interests Fines	\$1,000	\$110
Other Ethics Fines	\$1,000	\$7,800
Campaign Consultant Fines	\$1,000	\$1,500
Unallocated	\$0	
Total	\$70,000	\$39,768

10. Budget and Staffing

The Mayor's Office has indicated that selected General Fund departments, including the Ethics Commission, will transition to a fixed two-year budget cycle with the FY 2016-17 and FY 2017-18 budgets. In total, 37 departments across the City will have a fixed two-year budget for the upcoming two years (up from 7 currently). The goal is evidently to have all city departments as fixed two year departments once the City is budgeting for the FY 2018-19 and FY 2019-20 cycle. Departments on a fixed two-year budget will evidently have certain options available to make adjustments within existing budgetary provisions as needed. The Commission will consider its budget proposal in early 2016.

11. Outreach and Education

Chair Paul Renne continued to attend various political club endorsement meetings in order to provide fair and impartial information regarding Proposition C.

Acting Executive Director Jesse Mainardi sent an email invitation to approximately 50 union representatives, inviting them to sign up for the Commission's interested persons list or to follow the Commission's Twitter feed.

On October 10, 2015, Governor Jerry Brown signed AB 990 which, because of its urgency clause, took effect immediately. In brief, shortly before the November 3, 2015 election, AB 990 changed the state's rules for disclaimer requirements on campaign advertisements. Working with FPPC, Commission staff was able to revise and disseminate its disclaimer charts to provide timely guidance to the public and the regulated community regarding these changes.

Additionally, the Commission continues to offer trainings on Statements of Incompatible Activities to City departments via web trainings. The following are web video trainings available on the Commission website:

- Department of Building Inspection SIA Training
- Controller's Office SIA Training
- Department on the Environment SIA Training
- Governmental Ethics Ordinance Training for City Employees
- Medical Examiner's Office SIA Training
- Non-Candidate Recipient Committee Training
- Public Utilities Commission SIA Training

SIA Template Language Training

12. Language Access Ordinance Compliance

Staff submitted a written update to the Office of Civic Engagement and Immigrant Affairs regarding the Commission's plans to ensure future compliance with the San Francisco Language Access Ordinance requirements by the October 1, 2015 deadline.

13. Staff Project Calendar

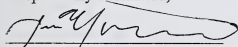
The staff project calendar for 2015 approved by the Commission in March is set forth below. Per the direction of the Chair, the Commission's consideration of the topics below has been placed on hold pending the resolution of its search for a new Executive Director. This will necessitate a revision of the work plan.

	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
1. Limits for candidate-controlled committees			Sched. Actual			Sched.			
2. Reporting of bundling								Sched.	
3. "Public benefit" contribution bans									
4. Slate mailer filings									
5. Enforcement regulations/policies									Sched.
6. Forfeiture/late fine penalties									
7. Expenditure lobbyists			Actual						
8. Additional gift of travel reporting									
9. Permit Consultant regulations									
10. Form 700 electronic filing		Sched.	Actual						

Notes:

- Shaded squares indicate planned staff work on the issue. Issues with no shaded squares were not intended to be addressed by staff in 2015.
- "Sched." indicates the Commission's planned consideration of the issue at a public meeting during that month.
- "Actual" indicates the Commission's actual consideration of the issue at a public meeting during that month.

Respectfully submitted,



Jesse Mainardi
Acting Executive Director

[DRAFT]
Minutes of the Regular Meeting of
The San Francisco Ethics Commission
October 26, 2015
Room 400 City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

GOVERNMENT
DOCUMENTS DEPT

NOV 19 2015

SAN FRANCISCO
PUBLIC LIBRARY

I. Call to order and roll call.

Chairperson Renne called the meeting to order at 5:31 PM.

COMMISSION MEMBERS PRESENT: Paul Renne, Chairperson; Brett Andrews, Vice-Chairperson; Beverly Hayon, Commissioner; Ben Hur, Commissioner; and Peter Keane, Commissioner.

STAFF PRESENT: Jesse Mainardi, Acting Executive Director; Catherine Argumedo, Investigator/Legal Analyst; Garrett Chatfield, Investigator/Legal Analyst.

OFFICE OF THE CITY ATTORNEY: Andrew Shen, Deputy City Attorney (DCA); Joshua White, DCA.

OTHERS PRESENT: Dr. Derek Kerr; Lynette Sweet; David Pilpel; Charles Marsteller; Eileen Hansen; Elena Schmidt; and other unidentified members of the public.

MATERIALS DISTRIBUTED:

- Draft Annual Report for FY 14-15;
- Acting Executive Director's Report;
- Draft minutes of the Regular Ethics Commission Meeting on September 28, 2015.

II. Public comment on matters appearing or not appearing on the agenda.

Dr. Derek Kerr stated that it was odd that in its 20-year history, the Ethics Commission has not substantiated a single WB retaliation claim. He stated that the Acting Director presented a staff work plan and does not address retaliation investigations.

The following written summary was provided by the speaker, Dr. Derek Kerr, the content of which is neither generated by, nor subject to approval or verification of accuracy by, the Ethics Commission:

Does it not strike you as odd that in its 20-year history, the Ethics Commission hasn't sustained a single whistleblower retaliation complaint? After this year's Civil Grand Jury report, this issue should be examined. Instead, the Acting Director's Report presents a Work Plan listing 10 topics for your consideration - and none addresses retaliation investigations and their failure to sustain any claims. Four months after the Grand Jury pointed out the problem, there are no visible plans to deal with it. Your draft Annual Report doesn't specify how many retaliation complaints were upheld. Reading between the lines, none were sustained - as usual. The Annual Report should specify the number of substantiated retaliation claims. The prominent display of zeroes, year after year, might move someone on the Commission to realize that something isn't right.

III. Discussion and possible action regarding complaint received or initiated by the Ethics Commission concerning San Francisco Campaign and Governmental Conduct Code section 3.218 (incompatible activities).

Public Comment:

Lynette Sweet asked to address the Commission. Chairperson Renne stated that the item did not relate to her.

David Pilpel asked why the item was separated from the other matters in closed session. Chairperson Renne stated that it was requested for personal reasons.

Motion 151026-01: (Hur/Keane) Moved, seconded, and passed (5-0) that the Commission move into closed session.

The Commission went into closed session at 5:35 PM. All members of the public left the hearing room. DCA Shen left the hearing room and DCA White entered the hearing room to advise the Commission during closed session. All Commissioners, Acting Executive Director Mainardi, staff member Argumado, staff member Chatfield, Respondent, Joseph Cotchett, Nancy Fineman, and Jay Huish remained in the hearing room. At 6:33 PM, the Commission returned to open session.

Motion 151026-02: (Hur/Keane) Moved, seconded, and passed (5-0) that the Commission not disclose its closed session deliberations.

Public Comment:

None.

IV. Discussion and possible action regarding Commission activities relating to its expenditure lobbyist ballot measure (Proposition C).

Chairperson Renne stated that he and Acting Executive Director Mainardi had been making fewer appearances to interested groups to present the ballot measure to interested groups.

Public Comment:

None.

V. Discussion and possible action on an Annual Report for Fiscal Year 2014-2015.

Vice-Chairperson Andrews suggested a change on page 11 – to list what was approved and what was spent. He stated that adding future initiatives may be better included in a separate document. Commissioner Renne suggested a change on page 5, referring to Proposition C. He stated that the Annual Report should include more information than what was provided in the draft. He stated that the Commission had unanimously approved to put it on the ballot and that there had been a lot of discussion. Chairperson Renne agreed with Commissioner Keane's suggestions and added that the draft should include more history of the measure. He suggested that the paragraph be expanded and redrafted. He also suggested adding a reference that Commissioner Hur had been working on a report regarding the whistleblower statute.

Motion 151026-03: (Hur/Keane) Moved, seconded, and passed (5-0) that the Commission approve the draft Annual Report, subject to final approval of the Chair.

Public Comment:

Charles Marsteller stated that the report did not include the \$191,000 forfeiture. He agreed with the suggestion to add more information regarding the history of Proposition C.

David Pilpel stated that the logo on the front page was off center. He suggested adding the Acting Director's name and date to the front page. He agreed with the comments about Proposition C.

Eileen Hansen suggested that the draft come back to the full Commission for further public comment. She suggested adding more specific information about Proposition C and mentioning the hiring of the new Executive Director.

Elena Schmidt suggested more information about Proposition C. She stated that the report had four lines about the Proposition and 18 lines on the interns. She asked why the Commission is not asking for more money to hire more staff. She also suggested adding discussion on hiring a Commission Secretary.

A member of the public stated that there was no mention of the conversion to electronic filing for the Forms 700.

VI. Discussion of Acting Executive Director's Report.

Vice-Chairperson Andrews asked about number 10 in the report, regarding the two-year budgets. Acting Executive Director Mainardi stated that he had not yet participated in any meetings with the Mayor's Office, but that the Ethics Commission is one of 37 departments to be on this type of plan. Vice-Chairperson Andrews stated that he is interested in a Commission Secretary position.

Public Comment:

David Pilpel, speaking as an individual, stated that there may need to be a discussion about directives or initiatives after a new Executive Director is appointed. He suggested that the Commission have two meetings regarding the budget to allow for public comment.

Eileen Hansen referenced the campaign finance disclosure program on page 2. She stated that it would be useful to know where in the process the \$191,000 fine is at BDR.

Chairperson Renne stated that the Acting Executive Director sent out notices or invitations to a number of organizations to be on the interested persons list. Acting Director Mainardi stated that staff has been reaching out to 50-60 groups per month.

Charles Marsteller stated that Planning has a large database of community organizations.

VII. Items for future meetings.

Vice-Chairperson Andrews stated that he would like to discuss the Commission Secretary position. He stated that he would like to have a job description in case there is a funding opportunity. Commissioner Keane agreed.

Commission Hur suggested having two meetings to discuss the budget.

Public Comment:

David Pilpel, speaking as an individual, stated that the Commission should discuss the budget in December. He also asked whether the items for future meetings were documented anywhere besides the minutes.

Eileen Hansen suggested a review of the complaint process and procedure, review of the Annual Report, and an annual retreat with the incoming Executive Director.

Charles Marsteller stated that staff should not only wait to receive a complaint in order to review an issue.

VIII. Discussion and possible action on the Commission's September 28, 2015 draft meeting minutes.

Chairperson Renne stated that, in reference to Item 6 on page XX, the number of questions was actually four. He stated that members of the public had provided a list of 13 questions.

Motion 151026-04: (Andrews/Hayon) Moved and seconded that the Commission approve the September 28, 2015 minutes, as amended.

Public Comment:

David Pilpel stated that Commissioners conducting the new Executive Director search is not a sub-committee, but a committee. He stated that the closed session item on page 5 does not make clear for which items Acting Director Mainardi left the room.

Motion 151026-05: (Hur/Hayon) Moved, seconded, and passed (5-0) that the Commission approve the September 28, 2015 minutes, with suggested amendments.

[The Commission took public comment for Items IX and X before moving into closed session.]

IX. Discussion and possible action regarding complaints received or initiated by the Ethics Commission concerning:

(1) California Government Code section 84211 (failure to report independent expenditures), and San Francisco Campaign and Governmental Conduct Code sections 1.152(a) (failure to file "24 hour" report), 1.160.5 (failure to report persuasion poll), and 1.161(a) (failure to include proper disclaimers on campaign signs);

(2) San Francisco Campaign and Governmental Conduct Code section 1.161 (failure to include disclaimers), California Government Code sections 84101 (failure to register as a committee), 84203 (failure to file a late contribution report), and

84200.5 (failure to file pre-election statement);

(3) San Francisco Campaign and Governmental Conduct Code section 2.110 (failure to report lobbying contacts); and

(4) San Francisco Campaign and Governmental Conduct Code section 2.110 (failure to register and report as a lobbyist).

Motion 151026-06: (Hur/Keane) Moved, seconded, and passed (5-0) that the Commission move into closed session for Item IX.

Public Comment:

David Pilpel stated that he saw Ms. Sweet earlier. Chairperson Renne confirmed that there was nothing on the agenda relating to her.

Eileen Hansen asked how long the closed sessions would take. Chairperson Renne stated that the Commission would not come back into open session before 8:15.

The Commission went into closed session at 7:39 PM. All members of the public left the hearing room. DCA Shen left the hearing room and DCA White entered the hearing room to advise the Commission during closed session. All Commissioners, Acting Executive Director Mainardi, staff member Argumedo, and staff member Chatfield remained in the hearing room. At 8:23 PM, this agenda item was concluded and DCA White, Acting Executive Director Mainardi, Ms. Argumedo, and Mr. Chatfield left the hearing room.

X. Discussion and possible action regarding the Commission's appointment of a new Executive Director.

Motion 151026-07: (Hur/Keane) Moved, seconded, and passed (5-0) that the Commission move into closed session for Item X.

Public Comment:

David Pilpel asked what would occur during this agenda item. Chairperson Renne stated that the Commissioners would be provided with the resumes and backgrounds of the individuals who are being invited to meet with the full Commission on November 13. He stated that the Commission is keeping November 20 open in case the full Commission needs more meeting time regarding the hiring. He noted that, if the Commission arrived at a decision on the 13th, there would be no public disclosure as there are other communications that need to happen first.

At 8:27 PM, DCA Shen entered the hearing room to advise the Commission and the Commission began discussion of this agenda item. Commissioner Hur was excused at 8:55 PM. The Commission returned to open session at 8:57 PM.

Motion 151026-08: (Keane/Hayon) Moved, seconded, and passed (4-0; Hur excused) that the Commission not disclose its closed session deliberations for agenda item IX.

Public Comment:

None.

Chairperson Renne announced that the Commission voted to dismiss the first two items listed and approved settlement agreements in the last two items listed in agenda item IX.

Motion 151026-09: (Keane/Andrews) Moved, seconded, and passed (4-0; Hur excused) that the Commission not disclose its closed session deliberations for agenda item X.

Public Comment:

None.

XI. Adjournment.

Motion 151026-10: (Keane/Hayon) Moved, seconded, and passed (4-0; Hur excused) that the Commission adjourn.

The Commission adjourned the meeting at 9:02 PM.

Minutes of the Regular Meeting of
The San Francisco Ethics Commission
October 26, 2015
Room 400 City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

GOVERNMENT
DOCUMENTS DEPT

NOV 25 2015

SAN FRANCISCO
PUBLIC LIBRARY

I. Call to order and roll call.

Chairperson Renne called the meeting to order at 5:31 PM.

COMMISSION MEMBERS PRESENT: Paul Renne, Chairperson; Brett Andrews, Vice-Chairperson; Beverly Hayon, Commissioner; Ben Hur, Commissioner; and Peter Keane, Commissioner.

STAFF PRESENT: Jesse Mainardi, Acting Executive Director; Catherine Argumedo, Investigator/Legal Analyst; Garrett Chatfield, Investigator/Legal Analyst.

OFFICE OF THE CITY ATTORNEY: Andrew Shen, Deputy City Attorney (DCA); Joshua White, DCA.

OTHERS PRESENT: Dr. Derek Kerr; Lynette Sweet; David Pilpel; Charles Marsteller; Eileen Hansen; Elena Schmidt; and other unidentified members of the public.

MATERIALS DISTRIBUTED:

- Draft Annual Report for FY 14-15;
- Acting Executive Director's Report;
- Draft minutes of the Regular Ethics Commission Meeting on September 28, 2015.

II. Public comment on matters appearing or not appearing on the agenda.

Dr. Derek Kerr stated that it was odd that in its 20-year history, the Ethics Commission has not substantiated a single WB retaliation claim. He stated that the Acting Director presented a staff work plan and does not address retaliation investigations.

The following written summary was provided by the speaker, Dr. Derek Kerr, the content of which is neither generated by, nor subject to approval or verification of accuracy by, the Ethics Commission:

Does it not strike you as odd that in its 20-year history, the Ethics Commission hasn't sustained a single whistleblower retaliation complaint? After this year's Civil Grand Jury report, this issue should be examined. Instead, the Acting Director's Report presents a Work Plan listing 10 topics for your consideration - and none addresses retaliation investigations and their failure to sustain any claims. Four months after the Grand Jury pointed out the problem, there are no visible plans to deal with it. Your draft Annual Report doesn't specify how many retaliation complaints were upheld. Reading between the lines, none were sustained - as usual. The Annual Report should specify the number of substantiated retaliation claims. The prominent display of zeroes, year after year, might move someone on the Commission to realize that something isn't right.

III. Discussion and possible action regarding complaint received or initiated by the Ethics Commission concerning San Francisco Campaign and Governmental Conduct Code section 3.218 (incompatible activities).

Public Comment:

Lynette Sweet asked to address the Commission. Chairperson Renne stated that the item did not relate to her.

David Pilpel asked why the item was separated from the other matters in closed session. Chairperson Renne stated that it was requested for personal reasons.

Motion 151026-01: (Hur/Keane) Moved, seconded, and passed (5-0) that the Commission move into closed session.

The Commission went into closed session at 5:35 PM. All members of the public left the hearing room. DCA Shen left the hearing room and DCA White entered the hearing room to advise the Commission during closed session. All Commissioners, Acting Executive Director Mainardi, staff member Argumedo, staff member Chatfield, Respondent, Joseph Cotchett, Nancy Fineman, and Jay Huish remained in the hearing room. At 6:33 PM, the Commission returned to open session.

Motion 151026-02: (Hur/Keane) Moved, seconded, and passed (5-0) that the Commission not disclose its closed session deliberations.

Public Comment:

None.

IV. Discussion and possible action regarding Commission activities relating to its expenditure lobbyist ballot measure (Proposition C).

Chairperson Renne stated that he and Acting Executive Director Mainardi had been making fewer appearances to interested groups to present the ballot measure to interested groups.

Public Comment:

None.

V. Discussion and possible action on an Annual Report for Fiscal Year 2014-2015.

Vice-Chairperson Andrews suggested a change on page 11 – to list what was approved and what was spent. He stated that adding future initiatives may be better included in a separate document. Commissioner Renne suggested a change on page 5, referring to Proposition C. He stated that the Annual Report should include more information than what was provided in the draft. He stated that the Commission had unanimously approved to put it on the ballot and that there had been a lot of discussion. Chairperson Renne agreed with Commissioner Keane's suggestions and added that the draft should include more history of the measure. He suggested that the paragraph be expanded and redrafted. He also suggested adding a reference that Commissioner Hur had been working on a report regarding the whistleblower statute.

Motion 151026-03: (Hur/Keane) Moved, seconded, and passed (5-0) that the Commission approve the draft Annual Report, subject to final approval of the Chair.

Public Comment:

Charles Marsteller stated that the report did not include the \$191,000 forfeiture. He agreed with the suggestion to add more information regarding the history of Proposition C.

David Pilpel stated that the logo on the front page was off center. He suggested adding the Acting Director's name and date to the front page. He agreed with the comments about Proposition C.

Eileen Hansen suggested that the draft come back to the full Commission for further public comment. She suggested adding more specific information about Proposition C and mentioning the hiring of the new Executive Director.

Elena Schmidt suggested more information about Proposition C. She stated that the report had four lines about the Proposition and 18 lines on the interns. She asked why the Commission is not asking for more money to hire more staff. She also suggested adding discussion on hiring a Commission Secretary.

A member of the public stated that there was no mention of the conversion to electronic filing for the Forms 700.

VI. Discussion of Acting Executive Director's Report.

Vice-Chairperson Andrews asked about number 10 in the report, regarding the two-year budgets. Acting Executive Director Mainardi stated that he had not yet participated in any meetings with the Mayor's Office, but that the Ethics Commission is one of 37 departments to be on this type of plan. Vice-Chairperson Andrews stated that he is interested in a Commission Secretary position.

Public Comment:

David Pilpel, speaking as an individual, stated that there may need to be a discussion about directives or initiatives after a new Executive Director is appointed. He suggested that the Commission have two meetings regarding the budget to allow for public comment.

Eileen Hansen referenced the campaign finance disclosure program on page 2. She stated that it would be useful to know where in the process the \$191,000 fine is at BDR.

Chairperson Renne stated that the Acting Executive Director sent out notices or invitations to a number of organizations to be on the interested persons list. Acting Director Mainardi stated that staff has been reaching out to 50-60 groups per month.

Charles Marsteller stated that Planning has a large database of community organizations.

VII. Items for future meetings.

Vice-Chairperson Andrews stated that he would like to discuss the Commission Secretary position. He stated that he would like to have a job description in case there is a funding opportunity. Commissioner Keane agreed.

Commission Hur suggested having two meetings to discuss the budget.

Public Comment:

David Pilpel, speaking as an individual, stated that the Commission should discuss the budget in December. He also asked whether the items for future meetings were documented anywhere besides the minutes.

Eileen Hansen suggested a review of the complaint process and procedure, review of the Annual Report, and an annual retreat with the incoming Executive Director.

Charles Marsteller stated that staff should not only wait to receive a complaint in order to review an issue.

VIII. Discussion and possible action on the Commission's September 28, 2015 draft meeting minutes.

Chairperson Renne stated that, in reference to Item 6 on page XX, the number of questions was actually four. He stated that members of the public had provided a list of 13 questions.

Motion 151026-04: (Andrews/Hayon) Moved and seconded that the Commission approve the September 28, 2015 minutes, as amended.

Public Comment:

David Pilpel stated that Commissioners conducting the new Executive Director search is not a sub-committee, but a committee. He stated that the closed session item on page 5 does not make clear for which items Acting Director Mainardi left the room.

Motion 151026-05: (Hur/Hayon) Moved, seconded, and passed (5-0) that the Commission approve the September 28, 2015 minutes, with suggested amendments.

[The Commission took public comment for Items IX and X before moving into closed session.]

IX. Discussion and possible action regarding complaints received or initiated by the Ethics Commission concerning:

(1) California Government Code section 84211 (failure to report independent expenditures), and San Francisco Campaign and Governmental Conduct Code sections 1.152(a) (failure to file "24 hour" report), 1.160.5 (failure to report persuasion poll), and 1.161(a) (failure to include proper disclaimers on campaign signs);

(2) San Francisco Campaign and Governmental Conduct Code section 1.161 (failure to include disclaimers), California Government Code sections 84101 (failure to register as a committee), 84203 (failure to file a late contribution report), and

84200.5 (failure to file pre-election statement);

(3) San Francisco Campaign and Governmental Conduct Code section 2.110 (failure to report lobbying contacts); and

(4) San Francisco Campaign and Governmental Conduct Code section 2.110 (failure to register and report as a lobbyist).

Motion 151026-06: (Hur/Keane) Moved, seconded, and passed (5-0) that the Commission move into closed session for Item IX.

Public Comment:

David Pilpel stated that he saw Ms. Sweet earlier. Chairperson Renne confirmed that there was nothing on the agenda relating to her.

Eileen Hansen asked how long the closed sessions would take. Chairperson Renne stated that the Commission would not come back into open session before 8:15.

The Commission went into closed session at 7:39 PM. All members of the public left the hearing room. DCA Shen left the hearing room and DCA White entered the hearing room to advise the Commission during closed session. All Commissioners, Acting Executive Director Mainardi, staff member Argumedo, and staff member Chatfield remained in the hearing room. At 8:23 PM, this agenda item was concluded and DCA White, Acting Executive Director Mainardi, Ms. Argumedo, and Mr. Chatfield left the hearing room.

X. Discussion and possible action regarding the Commission's appointment of a new Executive Director.

Motion 151026-07: (Hur/Keane) Moved, seconded, and passed (5-0) that the Commission move into closed session for Item X.

Public Comment:

David Pilpel asked what would occur during this agenda item. Chairperson Renne stated that the Commissioners would be provided with the resumes and backgrounds of the individuals who are being invited to meet with the full Commission on November 13. He stated that the Commission is keeping November 20 open in case the full Commission needs more meeting time regarding the hiring. He noted that, if the Commission arrived at a decision on the 13th, there would be no public disclosure as there are other communications that need to happen first.

At 8:27 PM, DCA Shen entered the hearing room to advise the Commission and the Commission began discussion of this agenda item. Commissioner Hur was excused at 8:55 PM. The Commission returned to open session at 8:57 PM.

Motion 151026-08: (Keane/Hayon) Moved, seconded, and passed (4-0; Hur excused) that the Commission not disclose its closed session deliberations for agenda item IX.

Public Comment:

None.

Chairperson Renne announced that the Commission voted to dismiss the first two items listed and approved settlement agreements in the last two items listed in agenda item IX.

Motion 151026-09: (Keane/Andrews) Moved, seconded, and passed (4-0; Hur excused) that the Commission not disclose its closed session deliberations for agenda item X.

Public Comment:

None.

XI. Adjournment.

Motion 151026-10: (Keane/Hayon) Moved, seconded, and passed (4-0; Hur excused) that the Commission adjourn.

The Commission adjourned the meeting at 9:02 PM.

Ethics Commission



25 Van Ness Ave., Suite 220
San Francisco, CA 94102
Phone 252-3100 Fax 252-3112

**SAN FRANCISCO ETHICS COMMISSION
NOTICE OF SPECIAL MEETING**

November 13, 2015, 9:00 A.M.

and AGENDA

Room 400, City Hall

1 Dr. Carlton B. Goodlett Place, San Francisco

I. Call to order and roll call.

II. Discussion and possible action regarding the Commission's appointment of a new Executive Director, including interviews of applicants.

- SF
E90
#1
11/13/15
special
- a. Public comment on all matters pertaining to Agenda Item II, including whether to meet in closed session.
 - b. Vote on whether to meet in closed session under California Government Code (Brown Act) section 54957(b) and Administrative Code (Sunshine Ordinance) section 67.10(d). (Action.)
 - c. Discussion and possible action regarding appointment of a new Executive Director.
 - d. If closed session is held, reconvene in open session.
 - e. Vote on whether to disclose discussions held in closed session pursuant to Administrative Code (Sunshine Ordinance) section 67.12(a).

Motion: The Ethics Commission moves (not) to disclose its closed session deliberations re: appointment of a new Executive Director.

The Commission also welcomes written comments regarding its search, which can be sent via email to: ethics.commission@sfgov.org or by regular mail to San Francisco Ethics Commission, Attn: Paul Renne, 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102.

III. Adjournment.

There will be an opportunity for public comment on each agenda item.

GOVERNMENT
DOCUMENTS DEPT

NOV - 9 2015

SAN FRANCISCO
PUBLIC LIBRARY

Materials contained in the Commission packets for meetings are available for inspection and copying during regular office hours at the Ethics Commission, 25 Van Ness Avenue, Suite 220, at least 72 hours prior to meetings. Any materials distributed to members of the Ethics Commission within 72 hours of the meeting or after the agenda packet has been delivered to the members are available for public inspection at the Ethics Commission, 25 Van Ness Avenue, Suite 220, San Francisco, during normal office hours. Cell phones, pagers and similar sound-producing electronic devices: The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. The Chair may order the removal from the meeting room of any person responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Disability Access: The Ethics Commission meeting will be held in Room 400, City Hall, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA. The Commission meeting room is accessible to persons using wheelchairs and other assistive mobility devices. Ramps are available at the Grove, Van Ness and McAllister entrances. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

To request assistive listening devices, real time captioning, sign language interpreters, readers, large print agendas or other accommodations, please contact the Ethics Commission at (415) 252-3100 or ethics.commission@sfgov.org at least 72 hours in advance before the meeting, except for Monday meetings, for which the deadline is 4:00 p.m. the previous Friday. Late requests will be honored, if possible.

Language Access: Per the Language Access Ordinance (Chapter 91 of the San Francisco Administrative Code), Chinese, Spanish and or Filipino (Tagalog) interpreters will be available upon requests. Meeting Minutes may be translated, if requested, after they have been adopted by the Commission. Assistance in additional languages may be honored whenever possible. To request assistance with these services please contact at (415) 252-3100 or ethics.commission@sfgov.org at least 48 hours in advance of the hearing. Late requests will be honored if possible.

Chemical-Based Products: In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical-based products. Please help the City accommodate these individuals.

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE (Chapter 67 of the San Francisco Administrative Code): Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review.

FOR MORE INFORMATION ON YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE OR TO REPORT A VIOLATION OF THE SUNSHINE ORDINANCE, CONTACT THE SUNSHINE ORDINANCE TASK FORCE, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689; phone: (415) 554-7724; fax: (415) 554-7854; email: SOTF@SFGOV.ORG. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, at the San Francisco Public Library, and on the City's website at <http://www.sfgov.org>

Lobbyist Registration and Reporting Requirements: Individuals who influence or attempt to influence local policy or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code sections 2.100 – 2.160) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102; telephone (415) 252-3100, fax (415) 252-3112; and website: www.sfgov.org/ethics.

Minutes of the Special Meeting of
The San Francisco Ethics Commission
November 13, 2015
Room 400 City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

GOVERNMENT
DOCUMENTS DEPT

NOV 19 2015

SAN FRANCISCO
PUBLIC LIBRARY

I. Call to order and roll call.

Chairperson Renne called the meeting to order at 9:00 AM.

COMMISSION MEMBERS PRESENT: Paul Renne, Chairperson; Brett Andrews, Vice-Chairperson; Beverly Hayon, Commissioner; Ben Hur, Commissioner; Peter Keane; Commissioner.

STAFF PRESENT: Garrett Chatfield, Investigator/Legal Analyst.

OFFICE OF THE CITY ATTORNEY: Jon Givner, Deputy City Attorney (DCA), Andrew Shen, DCA.

OTHERS PRESENT: Charles Marsteller; Larry Bush; Lynn Mason; Elena Schmidt; Sharyn Saslafsky; and other unidentified members of the public.

II. Discussion and possible action regarding the Commission's appointment of a new Executive Director, including interviews of applicants. Closed session.

Chair Renne stated that the purpose of the special meeting was to interview the final candidates for the vacant Executive Director position. He stated that Commission will conduct the interviews in closed session. He stated that he anticipated that the Commission would return to open session at 3:00 PM. He stated he would take general public comment and public comment on the motion to go into closed session.

Public Comment:

Charles Marsteller stated that the Commission adopted the public financing program in 2000 through Proposition O. He stated that the ballot measure ensured that the Commission would aggressively monitor the public financing program. He stated that there is a current matter pending with the Commission regarding a publicly financed candidate from 2010. He stated that five years is too long and there may be criminal conduct involved in the matter.

Motion 151113-01 (Keane/Andrews) Moved, seconded, and passed (5-0) that the Commission go into closed session for the purpose of interviewing candidates for Executive Director.

Public Comment:

Larry Bush stated that the public's approval of Proposition C indicates that it is time for the Commission to move forward on issues that it previously overlooked. He stated that the Commission needs an Executive Director that can move on pressing issues quickly and that has stature with the public and with City officials.

Lynn Mason thanked the Commission for putting Proposition C on this November's ballot. She stated that the Commission needs to address complaints, and that the City is in a crisis. She stated that the Commission needs new blood in an Executive Director.

Elena Schmidt thanked the Commission for its work on Proposition C. She stated that the Commission did an excellent job engaging with the public regarding the Executive Director search. She stated that the Commission should hire an Executive Director that will be able to change the culture of the staff.

Sharyn Saslafsky also thanked the Commission for its work on Proposition C. She stated that the Commission has also done an excellent job regarding the search for a new Executive Director.

Charles Marsteller stated that he has watched the Commission and its Executive Directors for 20 years. He stated that the leadership at the staff level has been lacking. He stated that San Francisco is an international city and that the Commission should consider the City's international stature in its hiring of an Executive Director.

The Commission went into closed session at 9:14 AM. All members of the public left the hearing room. Staff member Chatfield also left the hearing room. DCA Shen and the five members of the Commission relocated to the Department of Human Resources to conduct the candidate interviews.

DCA Givner replaced DCA Shen at 1:00 PM during closed session to advise the Commission while it conducted the candidate interviews.

Commissioner Andrews was excused from the meeting during closed session at 2:40 PM.

The Commission returned to open session at 3:02 PM. Chair Renne, Commissioner Hayon, Commissioner Hur, Commissioner Keane, and DCA Givner all returned to the hearing room. Staff member Chatfield also returned to the hearing room.

Motion 151113-02 (Keane/Hur) Moved, seconded, and passed (4-0, Andrews excused) that the Commission keep its closed session deliberations confidential except that the Commission did select a candidate during closed session to whom it will offer the position of Executive Director.

Commissioner Renne stated that he hoped to be able to announce the selected candidate's name at the Commission's next regular meeting.

Public Comment:

Charles Marsteller thanked the Commission for its due diligence and for its quick decision.

III. Adjournment.

Motion 151113-03 (Keane/Hur): Moved, seconded, and passed (4-0, Andrews excused) that the Commission adjourn.

The meeting adjourned at 3:05 P.M.

Minutes of the Special Meeting of
The San Francisco Ethics Commission
November 13, 2015
Room 400 City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

GOVERNMENT
DOCUMENTS DEPT

NOV 25 2015

SAN FRANCISCO
PUBLIC LIBRARY

I. Call to order and roll call.

Chairperson Renne called the meeting to order at 9:00 AM.

COMMISSION MEMBERS PRESENT: Paul Renne, Chairperson; Brett Andrews, Vice-Chairperson; Beverly Hayon, Commissioner; Ben Hur, Commissioner; Peter Keane; Commissioner.

STAFF PRESENT: Garrett Chatfield, Investigator/Legal Analyst.

OFFICE OF THE CITY ATTORNEY: Jon Givner, Deputy City Attorney (DCA), Andrew Shen, DCA.

OTHERS PRESENT: Charles Marsteller; Larry Bush; Lynn Mason; Elena Schmidt; Sharyn Saslasky; and other unidentified members of the public.

II. Discussion and possible action regarding the Commission's appointment of a new Executive Director, including interviews of applicants. Closed session.

Chair Renne stated that the purpose of the special meeting was to interview the final candidates for the vacant Executive Director position. He stated that Commission will conduct the interviews in closed session. He stated that he anticipated that the Commission would return to open session at 3:00 PM. He stated he would take general public comment and public comment on the motion to go into closed session.

Public Comment:

Charles Marsteller stated that the Commission adopted the public financing program in 2000 through Proposition O. He stated that the ballot measure ensured that the Commission would aggressively monitor the public financing program. He stated that there is a current matter pending with the Commission regarding a publicly financed candidate from 2010. He stated that five years is too long and there may be criminal conduct involved in the matter.

Motion 151113-01 (Keane/Andrews) Moved, seconded, and passed (5-0) that the Commission go into closed session for the purpose of interviewing candidates for Executive Director.

Public Comment:

Larry Bush stated that the public's approval of Proposition C indicates that it is time for the Commission to move forward on issues that it previously overlooked. He stated that the Commission needs an Executive Director that can move on pressing issues quickly and that has stature with the public and with City officials.

Lynn Mason thanked the Commission for putting Proposition C on this November's ballot. She stated that the Commission needs to address complaints, and that the City is in a crisis. She stated that the Commission needs new blood in an Executive Director.

Elena Schmidt thanked the Commission for its work on Proposition C. She stated that the Commission did an excellent job engaging with the public regarding the Executive Director search. She stated that the Commission should hire an Executive Director that will be able to change the culture of the staff.

Sharyn Saslafsky also thanked the Commission for its work on Proposition C. She stated that the Commission has also done an excellent job regarding the search for a new Executive Director.

Charles Marsteller stated that he has watched the Commission and its Executive Directors for 20 years. He stated that the leadership at the staff level has been lacking. He stated that San Francisco is an international city and that the Commission should consider the City's international stature in its hiring of an Executive Director.

The Commission went into closed session at 9:14 AM. All members of the public left the hearing room. Staff member Chatfield also left the hearing room. DCA Shen and the five members of the Commission relocated to the Department of Human Resources to conduct the candidate interviews.

DCA Givner replaced DCA Shen at 1:00 PM during closed session to advise the Commission while it conducted the candidate interviews.

Commissioner Andrews was excused from the meeting during closed session at 2:40 PM.

The Commission returned to open session at 3:02 PM. Chair Renne, Commissioner Hayon, Commissioner Hur, Commissioner Keane, and DCA Givner all returned to the hearing room. Staff member Chatfield also returned to the hearing room.

Motion 151113-02 (Keane/Hur) Moved, seconded, and passed (4-0, Andrews excused) that the Commission keep its closed session deliberations confidential except that the Commission did select a candidate during closed session to whom it will offer the position of Executive Director.

Commissioner Renne stated that he hoped to be able to announce the selected candidate's name at the Commission's next regular meeting.

Public Comment:

Charles Marsteller thanked the Commission for its due diligence and for its quick decision.

III. Adjournment.

Motion 151113-03 (Keane/Hur): Moved, seconded, and passed (4-0, Andrews excused) that the Commission adjourn.

The meeting adjourned at 3:05 P.M.

Ethics Commission



25 Van Ness Ave., Suite 220
San Francisco, CA 94102
Phone 252-3100 Fax 252-3112

**SAN FRANCISCO ETHICS COMMISSION
NOTICE OF REGULAR MEETING
November 23, 2015, 5:30 P.M.
and AGENDA**

**Room 400, City Hall
1 Dr. Carlton B. Goodlett Place, San Francisco**

GOVERNMENT
DOCUMENTS DEPT

NOV 19 2015

SAN FRANCISCO
PUBLIC LIBRARY

- I. Call to order and roll call.
- II. Public comment on matters appearing or not appearing on the agenda.
- III. Discussion and possible action regarding the Commission's appointment of a new Executive Director. Possible Closed Session.
- 90
1
123/15
- a. Public comment on all matters pertaining to Agenda Item III, including whether to meet in closed session.
- b. Vote on whether to meet in closed session under California Government Code (Brown Act) section 54957(b) and Administrative Code (Sunshine Ordinance) section 67.10(d). (Action.)
- c. Discussion and possible action regarding appointment of a new Executive Director.
- d. If closed session is held, reconvene in open session.
- e. Vote on whether to disclose discussions held in closed session pursuant to Administrative Code (Sunshine Ordinance) section 67.12(a).
- Motion: The Ethics Commission moves (not) to disclose its closed session deliberations re: appointment of a new Executive Director.
- IV. Discussion and possible action regarding the Commission's implementation of the provisions of Proposition C, the recently approved measure placed on the ballot by the Commission which imposed reporting requirements on expenditure lobbyists. (Attachment: Staff Memorandum.)
- V. Items for future meetings. Commissioners may propose items for future agendas, and the Commission may determine the priority of these items. (Discussion and possible action.)

- VI. Discussion and possible action on an Annual Report for Fiscal Year 2014-2015. The Commission will discuss the draft annual report, possible amendments, and submission to the Mayor and Board of Supervisors. (Attachment: Draft Annual Report for FY 14-15.)
- VII. Discussion of Acting Executive Director's Report. An update of important Ethics Commission staff activities since the previous monthly meeting. The written report, which is available at the Commission office and on its website, covers topics such as the investigation and enforcement program, revenues, campaign finance disclosure program, public financing/campaign finance audit program, lobbyist program, campaign consultant program, permit consultant program, major developer program, outreach and education, and future staff projects. Any of these subjects may potentially be part of the Director's presentation or discussed by the Commission. (Attachment: Acting Executive Director's Report.)
- VIII. Discussion and possible action on draft minutes for the Commission's regular meeting on October 26, 2015 and special meeting on November 13, 2015, and on draft minutes for the meetings of the Commission's special committee on September 25, 2015 and October 9, 2015. (Attachments: September 25, 2015 draft minutes; October 9, 2015 draft minutes; October 26, 2015 draft minutes; November 13, 2015 draft minutes.)
- IX. Adjournment.

There will be an opportunity for public comment on each agenda item.

Materials contained in the Commission packets for meetings are available for inspection and copying during regular office hours at the Ethics Commission, 25 Van Ness Avenue, Suite 220, at least 72 hours prior to meetings. Any materials distributed to members of the Ethics Commission within 72 hours of the meeting or after the agenda packet has been delivered to the members are available for public inspection at the Ethics Commission, 25 Van Ness Avenue, Suite 220, San Francisco, during normal office hours.

Cell phones, pagers and similar sound-producing electronic devices: The ringing of and use of cell phones, pagers and similar sound-producing electronic devices are prohibited at this meeting. The Chair may order the removal from the meeting room of any person responsible for the ringing or use of a cell phone, pager, or other similar sound-producing electronic devices.

Disability Access: The Ethics Commission meeting will be held in Room 400, City Hall, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA. The Commission meeting room is accessible to persons using wheelchairs and other assistive mobility devices. Ramps are available at the Grove, Van Ness and McAllister entrances. The closest accessible BART station is the Civic Center Station at United Nations Plaza and Market Street. Accessible MUNI lines serving this location are: #42 Downtown Loop, and #71 Haight/Noriega and the F Line to Market and Van Ness and the Metro Stations at Van Ness and Market and at Civic Center. For information about MUNI accessible services call (415) 923-6142. There is accessible curbside parking adjacent to City Hall on Grove Street and Van Ness Avenue and in the vicinity of the Veterans Building at 401 Van Ness Avenue adjacent to Davies Hall and the War Memorial Complex.

To request assistive listening devices, real time captioning, sign language interpreters, readers, large print agendas or other accommodations, please contact the Ethics Commission at (415) 252-3100 or ethics.commission@sfgov.org at least 72 hours in advance before the meeting, except for Monday meetings, for which the deadline is 4:00 p.m. the previous Friday. Late requests will be honored, if possible.

Language Access: Per the Language Access Ordinance (Chapter 91 of the San Francisco Administrative Code), Chinese, Spanish and or Filipino (Tagalog) interpreters will be available upon requests. Meeting Minutes may be translated, if requested, after they have been adopted by the Commission. Assistance in

additional languages may be honored whenever possible. To request assistance with these services please contact at (415) 252-3100 or ethics.commission@sfgov.org at least 48 hours in advance of the hearing. Late requests will be honored if possible.

Chemical-Based Products: In order to assist the City's efforts to accommodate persons with severe allergies, environmental illnesses, multiple chemical sensitivity or related disabilities, attendees at public meetings are reminded that other attendees may be sensitive to various chemical-based products. Please help the City accommodate these individuals.

KNOW YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE (Chapter 67 of the San Francisco Administrative Code): Government's duty is to serve the public, reaching its decisions in full view of the public. Commissions, boards, councils, and other agencies of the City and County exist to conduct the people's business. This ordinance assures that deliberations are conducted before the people and that City operations are open to the people's review.

FOR MORE INFORMATION ON YOUR RIGHTS UNDER THE SUNSHINE ORDINANCE OR TO REPORT A VIOLATION OF THE SUNSHINE ORDINANCE, CONTACT THE SUNSHINE ORDINANCE TASK FORCE, City Hall, Room 244, 1 Dr. Carlton B. Goodlett Place, San Francisco, CA 94102-4689; phone: (415) 554-7724; fax: (415) 554-7854; email: SOTF@SFGOV.ORG. Copies of the Sunshine Ordinance can be obtained from the Clerk of the Sunshine Task Force, at the San Francisco Public Library, and on the City's website at <http://www.sfgov.org>

Lobbyist Registration and Reporting Requirements: Individuals who influence or attempt to influence local policy or administrative action may be required by the San Francisco Lobbyist Ordinance (San Francisco Campaign and Governmental Conduct Code sections 2.100 – 2.160) to register and report lobbying activity. For more information about the Lobbyist Ordinance, please contact the Ethics Commission at 25 Van Ness Avenue, Suite 220, San Francisco, CA 94102; telephone (415) 252-3100, fax (415) 252-3112; and website: www.sfgov.org/ethics.

S:\AGENDA\2015\11.23.2015meeting.docx



ETHICS COMMISSION CITY AND COUNTY OF SAN FRANCISCO

PAUL A. RENNE
CHAIRPERSON

BRETT ANDREWS
VICE-CHAIRPERSON

BEVERLY HAYON
COMMISSIONER

BENEDICT Y. HUR
COMMISSIONER

PETER KEANE
COMMISSIONER

JESSE MAINARDI
ACTING EXECUTIVE
DIRECTOR

Date: November 18, 2015

To: Members, Ethics Commission

From: Jesse Mainardi, Acting Executive Director

Re: Proposition C Implementation Issues

Effective February 1, 2016, Proposition C, which the Commission placed on the ballot and the voters subsequently approved in the November 3, 2015 election, will impose registration and reporting requirements on "expenditure lobbyists" that urge the public to lobby City officials. Proposition C implementation should include:

1. Drafting registration and reporting forms. The electronic filing system contemplated by Proposition C will not be ready by the effective date. Thus, staff must draft paper forms that filers can use for registration and reporting until the electronic filing system is completed. These should be circulated to the public for review and comment. The forms will be submitted via email and/or uploading to the Commission's website.

2. Issuing preliminary guidance. Pending its approval of regulations interpreting and implementing Proposition C (see below), the Commission should issue preliminary guidance on certain issues that are already generating inquiries to staff from the regulated community. These include:

- How should organizations account for staff time spent on expenditure lobbying? Should they do so in a manner similar to the method provided for by state lobbying rules?¹
- What is a "member" for purposes of the exemption for member communications? Until the Commission adopts regulations, can the regulated community rely on the definition of a member under state campaign law?²

3. Conducting outreach and education. Staff should provide information and training to the regulated community and other interested persons regarding Proposition C, relevant forms, guidance, etc. In addition to using the Interested Persons list,

¹ State rules count employee compensation if the employee spends 10 percent or more of his or her time in a given month on lobbying activities. (2 Cal. Code of Regs. § 18616(f)(1)).

² Generally, state campaign rules define a "member" to include someone who pays dues or can vote in an organization's elections. (2 Cal. Code of Regs. § 18531.7(a)(2).)

Twitter feed, and Facebook, staff has compiled an email list for City nonprofit organizations that may benefit from direct outreach. Also, the Commission's website, manuals and trainings should be updated to reflect that there are now two types of lobbyists: contact and expenditure.

4. Approving implementing regulations. The Commission will have to review and approve regulations that interpret and otherwise implement Proposition C in order to formally address the issues identified above as well as others.

5. Executing or amending vendor contract. The Commission must contract with a vendor – likely its current vendor (Netfile) – to build and maintain an electronic filing system for expenditure lobbyists. Prior experience indicates that the contracting process can take up to a year, after which the vendor can begin to build the system. Information Technology Officer Steven Massey will play a critical role in this process, particularly in drafting the specifications for the system. Mr. Massey will return from paternity leave in mid-February.

In addition to the items above, which require more immediate attention, staff will ultimately also have to develop compliance monitoring systems, procedures and standards for audits, and translations of relevant documents.



San Francisco Ethics Commission

Annual Report
July 1, 2014 - June 30, 2015

The Ethics Commission is pleased to present this report on the activities, progress, and accomplishments of its **twentieth** year of operation to the Mayor, Board of Supervisors, and citizens of San Francisco.

Paul A. Renne
Chairperson

November 23, 2015

San Francisco Ethics Commission
25 Van Ness Avenue, Suite 220
San Francisco, CA 94102

Email: ethics.commission@sfgov.org
Web site: www.sfethics.org
Telephone: 415/252-3100
Fax: 415/252-3112

San Francisco Ethics Commission Annual Report FY 2014-2015

The Ethics Commission serves the citizens of San Francisco, candidates for City office, and City employees, elected and appointed officials by enforcing the City's governmental ethics laws, providing education about their provisions, and serving as a repository for related information.

The Commission acts as filing officer for financial disclosure statements related to City officials, campaigns, lobbyists, permit consultants, and major developers; audits certain of these financial statements for compliance with state and local laws; investigates complaints alleging ethics and political law violations; raises public awareness of ethics and political laws; researches and proposes ethics and political law-related legislative changes; and provides ethics and political law advice to City candidates, officeholders, officers, employees and to the general public.

The Commission is pledged to a high standard of excellence in government accountability, and to that end has worked not only to implement the law, but also to amend existing law or create new law that will further the voters' right to know and ensure integrity in government decision-making and in the campaigns of those who wish to govern.

Highlights of the Twentieth Year

The Commission delivered a diverse array of work products and services to the citizens of San Francisco. More specifically, in FY 2014-2015, the Commission:

- Updated and streamlined certain campaign reporting and disclaimer requirements.
- Approved regulations clarifying and otherwise interpreting the City's Lobbyist Ordinance.
- Implemented new requirements for lobbyists, permit consultants, and major developers.
- Substantially reduced the Commission's audit backlog.
- Imposed fines totaling \$35,950 for violations of laws under the Commission's jurisdiction and issued a Forfeiture Letter seeking to recover \$190,903.04.
- Engaged in outreach to various local groups, including Code for America and Represent.Us (See details *infra*.)
- Partnered with UC Hastings, SF State, CORO, and YouthWorks. (See details *infra*.)
- Developed policies to facilitate the handling of Sunshine Ordinance referrals.

- Placed a measure to regulate “expenditure lobbyists” on the November 3, 2015 ballot which became Proposition C on that ballot.
- Continued to be an industry leader in campaign finance data visualizations and open data.

Mandates and Accomplishments of the Commission

Campaign Finance Reform Ordinance

Local candidate and ballot measure campaigns are regulated by the City’s Campaign Finance Reform Ordinance (“CFRO”), which incorporates state campaign finance law and imposes a number of additional reporting requirements and limitations.

At its January 27 and February 23, 2015 meetings, the Commission approved amendments to CFRO, which updated and streamlined certain reporting and disclaimer requirements, as well as repealed certain contribution limits. Among other things, the changes:

- Eliminated redundant mass mailing, persuasion poll and “\$5,000 report” disclosure requirements.
- Imposed a new member communications reporting requirement.
- Standardized the reporting period and thresholds for independent expenditures, electioneering communications, and member communications.
- Required the filing of copies of all reported independent expenditures, electioneering communications, and member communications.
- Standardized the City’s various disclaimer requirements to more closely track state law.

The Commission’s changes were ultimately approved by the Board of Supervisors and the Mayor in June 2015, and took effect the following month. Commission staff worked to produce required forms and Fact Sheets for the November 2015 election.

Also, the Commission held a special public hearing on June 5, 2015 and received testimony from experts Robert Stern and Corey Cook, and from members of the public, regarding the potential need for, and the implications of, imposing campaign contribution limits on candidate-controlled ballot measure committees and/or legal defense funds.

Additionally, at its April 27, 2015 meeting, Chair Renne appointed Commissioner Keane to analyze and make recommendations with respect to potential ballot measures re-imposing “expenditure lobbyist” reporting as well as some of the limitations included in Proposition J approved by voters in 2003 but which have since been eliminated. Commissioner Keane concluded that Proposition J should be addressed the following year given the range of associated issues.

Finally, the Commission distributed \$194,710 in public financing from the Election Campaign Fund to two candidates for Supervisor in District 10 in connection with the November 4, 2014

election. The Commission also distributed \$40,000 in public financing to two candidates for Supervisor in District 3 in connection with the November 3, 2015 election.

Audit Program

The Commission serves as the filing officer for campaign statements filed by San Francisco candidates and other committees that support or oppose local ballot measures or candidates. The Commission conducts audits of certain committees that are selected under a random selection process and mandatory audits of publicly funded candidates.

This year, the Commission randomly selected ten campaign committees for audits from a pool of 60 committees that were active in elections during the calendar year 2014.

Also, for the first time, the Commission randomly selected four lobbyists active in 2014 for audit. The four lobbyists were chosen from a pool of 37.

Finally, with help from the Controller's office, the Commission's auditors reduced its audit backlog by completing 31 audits during the fiscal year. As June 30, 2015, there were 14 uncompleted audits, which are scheduled to be completed during the first half of FY 15-16.

Statement of Economic Interests (SEI), Sunshine Ordinance Declaration, and Certificate of Ethics Training

In FY 2014-15, 482 City officers (e.g., commissioners, board members, department heads and elected officials) filed their Statements of Economic Interests (Form 700) electronically with the Ethics Commission. Staff also received 390 Certificates of Ethics Training and 386 Sunshine Ordinance Declarations, which were submitted on paper and processed manually.

There were 45 late-filed annual Form 700s (9%), which is an increase from the 32 late-filed reports in 2014 (6%). Three filers have been referred to the Fair Political Practices Commission for non-filing. Staff will continue its efforts to lower the number of late- and non-filers.

At its June 29, 2015 meeting, the Commission discussed a draft regulation that would expanded the electronic filing requirement to all of the City's so-called "designated filers" who currently file their Form 700 in paper format with their own department. In light of certain concerns voiced by union representatives, the Commission directed staff to engage in "meet and discuss" meetings with those representatives to be facilitated by the Department of Human Resources.

Lobbyist Registration and Reporting

There was much Commission activity this year with regard the City's Lobbyist Ordinance, which requires local lobbyists to register with the City and file monthly electronic reports about their activity intended to influence local legislative or administrative action.

In the wake of legislation passed in the prior fiscal year amending the Lobbyist Ordinance, the Commission approved certain regulations implementing and interpreting that ordinance at its

July 28, 2014 meeting. Among other things, the approved regulations defined those activities that constitute “arranging” contributions. This regulation has led to increased reporting of such arranged contributions.

The changes to the ordinance, which eliminated the monetary threshold necessary to qualify as a City lobbyist and replaced it with a bright-line “contacts” test, resulted in an increase in the number of registered City lobbyists. At the end of FY 14-15, 137 individual lobbyists were registered with the Commission, which was an increase over the last fiscal year of 100 lobbyists. Registered lobbyists reported receiving \$6,929,124 in promised payments. Total revenues collected by the Commission amounted to \$95,050, including \$95,000 in lobbyist registration fees and \$50 in late fines.

In light of all the new changes, Commission staff published a new Lobbyist Manual as well as a new Lobbyist Training Video. Both are posted on the Commission’s website. Commission staff also worked with law students from the UC Hastings Center for State & Local Government Law to produce fact sheets summarizing the requirements of the Lobbyist Ordinance in plain English. The Fact Sheets are also posted on the Commission’s website.

As noted earlier in this Report, Chair Renne appointed Commissioner Keane to analyze and make recommendations with respect to potential ballot measures re-imposing “expenditure lobbyist” reporting as well as some of the limitations included in Proposition J approved by voters in 2003 but which have since been eliminated. After concluding that Proposition J issues should be addressed the following year, Chair Renne requested that he prepare a proposed ballot measure dealing with expenditure lobbyist issues.

With the assistance of Friends of Ethics, Commissioner Keane developed a proposal to amend the Lobbyist Ordinance to impose reporting requirements on expenditure lobbyists that seek to engage members of the public to lobby City officials. The full Commission considered and took public input on this proposal at its May 27 and June 29, 2015 meetings. Staff also took public input on the proposal, including at an interested persons meeting on June 10, 2015. The Commission voted unanimously to place this proposal – ultimately designated Proposition C – on the November 3, 2015 ballot at its June 29, 2015 meeting.

Permit Consultant Registration and Reporting

As part of the legislation from the prior fiscal year amending the Lobbyist Ordinance, similar registration and reporting requirements were imposed for the first time on so-called “permit consultants,” who are paid to contact the Department of Building Inspection, the Entertainment Commission, the Planning Department, or the Department of Public Works to facilitate the approval of certain City permits.

Effective January 1, 2015, these permit consultants have been required to register and file quarterly reports with the Commission disclosing client information, compensation, City officers and employees contacted, the relevant permits, and certain contribution information.

After passage of the legislation, Commission staff worked to timely produce and disseminate required registration and reporting forms and Fact Sheets by the January 1, 2015 effective date. Staff also conducted outreach via the Department of Building Inspection and the Planning Department regarding the new requirements.

As of June 30, 2015, 44 permit consultants had registered with the Ethics Commission. All registered campaign consultants filed the required quarterly reports. Out of 90 reports filed with the Commission, 22 were filed after the required deadline. Permit consultants reported receiving approximately \$2,962,631 in payments from registered clients.

Major Developer Registration and Reporting

Also part of the Lobbyist Ordinance legislation were new reporting requirements for developers of certain City real estate projects with an estimated construction cost of more than \$1,000,000. Effective July 26, 2014, developers have been required to file five forms with the Commission over the course of about a year disclosing donations to nonprofit organizations that have contacted City officials about their project.

The first form is due within 30 days of certification of an Environmental Impact Report ("EIR") by a local agency or, if the project relies on a program EIR, within 30 days of the adoption of a final environmental determination under the California Environmental Quality Act. Disclosure is not required for a residential development project with four or fewer dwelling units.

After passage of the legislation, Commission staff worked to timely produce and disseminate required reporting forms and Fact Sheets. Staff also conducted outreach via the Planning Department regarding the new requirements. Nevertheless, only three developers had registered with respect to five projects by June 30, 2015. Staff is investigating potential under-reporting.

Campaign Consultant Registration and Reporting

The Campaign Consultant Ordinance, passed in 1997, requires any individual or entity that earns \$1,000 or more in a calendar year in exchange for providing campaign consultant services to register with the Ethics Commission and file quarterly disclosure statements. The Campaign Consultant Ordinance is the result of a voter referendum and is therefore not subject to changes without additional voter approval.

Campaign consultants are required to report the names of clients, services provided for those clients, payments promised or received, political contributions, gifts made to local officials, and other information. Beginning with the first quarter of 2013, the Commission no longer issues quarterly report summaries of campaign consultant activity. Instead, information regarding all activity has been and will continue to be provided via the Campaign Consultant Activity Dashboard on the Commission's website and made available for download through the City's data.sfgov.org open data system. Staff continues to ensure that all consultants who are required to be registered with the Commission file their registration forms and pay their registration fees.

During FY 2014-2015, 43 campaign consultants were registered with the Ethics Commission. All registered campaign consultants filed the required quarterly reports. Out of 112 reports filed with the Commission, 19 were filed after the required deadline. Campaign consultants reported receiving approximately \$11.5 million in payments from registered clients. As of June 30, 2015, 20 consultants remained active and 22 clients were registered.

Investigations and Enforcement

The Ethics Commission has the authority to investigate complaints that allege violations of certain state and local laws that relate to campaign finance, conflicts of interest, lobbying, campaign consultants, permit consultants, major developers, and governmental ethics.

During FY 2014-2015, 104 pending and/or new complaints were under review by the Commission's enforcement staff. 83 complaints were resolved during the fiscal year; 56 of these complaints were determined not to be within the jurisdiction of the Commission and/or not to warrant further action. The Commission imposed \$35,950 for various violations of law through stipulated settlements and/or administrative orders.

Throughout the year, the Executive Director's Reports submitted to the Commission at each of its regular meetings show the number of complaints that have warranted further action.

Also, on December 9, 2014, the Ethics Commission demanded that Supervisor Mark Farrell forfeit \$190,903.04 to the City and County of San Francisco. The state's Fair Political Practices Commission had previously imposed a fine on Supervisor Farrell's 2010 campaign consultant for coordinating with an independent expenditure committee. Therefore, the Commission determined that the independent expenditure committee had made \$190,903.04 in excess "in-kind" contributions to Supervisor Farrell's campaign. The Commission demanded forfeiture of \$190,903.04 pursuant to S.F. Campaign and Governmental Conduct Code section 1.114(f). Although it re-considered the matter at a number of meetings in 2015, the Commission ultimately overruled Executive Director John St. Croix's request to waive the forfeiture at its June 5, 2015 meeting.

Whistleblower Protection Ordinance

Chapter IV of the San Francisco Campaign & Governmental Conduct Code (the "Whistleblower Protection Ordinance") requires the Commission to investigate complaints filed with the Commission alleging retaliation against City officers or employees who have

- Filed a complaint with the Ethics Commission, Controller, District Attorney or City Attorney, or a written complaint with the Complainant's department, alleging that a City officer or employee engaged in improper governmental activity;
- Filed a complaint with the Controller's Whistleblower Program; or
- Cooperated with an investigation of a complaint conducted under the Ordinance.

"Improper government activity" by a City officer or employee includes the following:

- Violating local campaign finance, lobbying, conflicts of interests or governmental ethics laws, regulations or rules;
- Violating the California Penal Code by misusing City resources;
- Creating a specified and substantial danger to public health or safety by failing to perform duties required by the officer or employee's City position; or
- Abusing his or her City position to advance a private interest.

Section 4.115(a) defines "retaliation" as the "termination, demotion, suspension, or other similar adverse employment action" taken against any City officer or employee for having in good faith participated in any of the following protected activities:

Section 4.130 requires the Commission to provide an annual report to the Board of Supervisors, reporting certain information regarding complaints filed under Chapter IV during FY 2014-2015. That information is below.

Question	Answer
Number of complaints received.	12
Type of conduct complained about.	Various forms of retaliation, including termination, disciplinary action, reassignment, and harassment.
Number of referrals to the Civil Service Commission, other City departments, or other government agencies.	3
Number of investigations the Ethics Commission conducted.	1
Findings or recommendations on policies or practices resulting from the Ethics Commission's investigations.	See below.
Number of disciplinary actions taken by the City as a result of complaints made to the Ethics Commission.	Unknown.
Number and amount of administrative penalties imposed by the Ethics Commission as a result of complaints made to the Commission.	Zero/\$0.

Relatedly, on June 8, 2015, the 2014-2015 San Francisco Civil Grand Jury issued a report entitled "The Whistleblower Protection Ordinance Is In Need Of Change." The report made a number of suggestions intended to increase the effectiveness of the ordinance, including suggestions that would expand the ordinance's scope, impose additional remedies, and make procedural changes to the investigation process. The Commission considered the

recommendations set forth in the report at its June 29, 2015 meeting and agreed to look into these issues in more detail.

Enforcement Procedures for Handling Violations of the Sunshine Ordinance

Enforcement regulations for handling violations of the Sunshine Ordinance went into effect on January 25, 2013. The Commission subsequently held a number of public hearings regarding violations of the Sunshine Ordinance pursuant to those regulations.

Nevertheless, certain procedural and substantive issues related to referrals from the Sunshine Ordinance Task Force continued to arise, which impeded the ability of the Commission to effectively handle these referrals. Namely, the Commission struggled to address inconsistencies between the Task Force's proceedings and its referrals, the degree to which departments and department heads should bear responsibility for their employees' violations, and the meaning of the term "authorized representative" for purposes of the Ordinance.

After receiving feedback from members of the Sunshine Ordinance Task Force, the Commission approved certain policies meant to address these issues, which it conveyed to the Task Force. The Commission continued to hear referrals from the Task Force, although such referrals were made less frequently.

Education and Outreach

During the year, staff provided or participated in at least 19 trainings and meetings related to matters within the jurisdiction of the Ethics Commission. These trainings and meetings included:

- Conducting trainings for candidates running for City office;
- Meeting with representatives of San Francisco chapter of Represent.U, which seeks to pass and improve anti-corruption laws in cities and states across the United States;
- Making a presentation at the "CA Campaign Finance Summit: Analyzing Money in Politics using Visual Data" at Code for America in San Francisco;
- Attending and answering questions at the "Code for SF Hack Day – Campaign Finance" at Code for America's San Francisco offices;
- Providing overviews of San Francisco's ethics standards to officials from China; and
- Giving a guest lecture on governmental ethics to a class of MPA candidates at the Presidio Graduate School in San Francisco.

The Commission's educator/outreach coordinator continues to help with these efforts, as well as efforts to update the Commission's publications and training videos.

Advice and Opinions

The Commission is charged with interpreting and applying the campaign, lobbying and governmental ethics laws under its jurisdiction, requiring that it consider requests for waivers and issue formal and informal written advice on matters requiring interpretation.

Commission staff is available each workday to answer public inquiries about City campaign, lobbying and governmental ethics laws. During the course of the year, the number of inquiries runs into the hundreds. Also, on an on-going basis staff provides training to candidates and campaign treasurers on using the Commission's online electronic filing system, SFEDS.

Electronic Advances

During FY 14-15, the Commission continued its efforts to improve electronic data access and migrate additional paper forms to electronic format. For the November 4, 2014 election, staff developed comprehensive dashboards to cover candidate and ballot measure races, late contributions, major donors, lobbyist contributions, and campaign consultant activity.

In addition, staff published an innovative interactive rendition of Professor Justin Levitt's "Democracy Facts" label. Staff received positive feedback from members of the public, regulated community, and other Ethics Commissions, some of which requested the source file for the Democracy Facts Label so that it could be reproduced in other cities.

Tableau Software, the company that produces the software staff used to develop the visualizations, selected the Ballot Measure Dashboards as its "Viz of the Day" on October 14, 2014. The "Viz of the Day" is a data visualization selected from visualizations developed worldwide and is featured on a website where Tableau Software showcases innovative work produced with Tableau that meets various quality characteristics in the areas of the design, analysis and visual best practices. The Ballot Measure Dashboards will remain in a gallery on Tableau Software's website as an example of quality visualizations from which users can learn to better use the software.

Staff also worked with Code for America's SF Brigade to educate its members on campaign finance and lobbyist data analysis. The group went on to publish their own data analysis of the November 4, 2014 election at transparentvoting.com.

After the election, staff mentored two graduate interns, Kristen Wolslegel and Jeffrey Thorsby, from the San Francisco State University Public Administration Program. The students learned about campaign, lobbyist, and campaign consultant disclosure, how to conduct research, and produce data visualizations. The students finished their internship by producing a report entitled "Spending to Influence: Campaign Finance and Lobbying in San Francisco in 2014" which included a comprehensive assessment of election-related activity by political action committees, political parties, campaign consultants, major contributors, and lobbyists in the City throughout 2014. The report was published on the Commission's website.

On October 16, 2014, the Committee on Information Technology approved a metadata standard for City data published on the DataSF open data website. Commission staff was part of a working group that developed and drafted the standard.

In May 2015, the Commission released a new component to its electronic filing system to allow candidates for Mayor and Board of Supervisors to submit qualifying and matching funds requests, all supporting documentation, and a variety of other forms related to the public financing program in electronic format. Commission staff will review applications in the new system and send responses back directly into the candidate's filing account. Candidates that use the new public financing component will now only have to data enter contributions once for both public financing and disclosure forms. Candidates currently raising funds in anticipation of applying for the November 2016 election will be the first to use the new system.

The Commission's website traffic increased from FY 14-15. Contributing factors to the increase in traffic include significant traffic to the Commission's campaign finance dashboards and disclosure filings during the November 4, 2014 election. Of note:

- Users visited the Commission's website 52,818 times during the year, a 30 percent increase over FY 13-14; and
- There were 164,447 "pageviews" of the Commission's website, a 13 percent increase over FY 13-14.

Affiliations

The Commission is a member of the Council on Governmental Ethics Laws (COGEL). Three persons on staff are members of the California State Bar Association.

Budget

The Commission's annual **approved operating budget** for FY 14-15 was **\$2,625,384**, with **actual spending** equaling **\$2,551,610**. An open position for part of the year and some unused temporary staff funding accounted for the \$73,744 difference.

The FY 14-15 budget also included an allocation of **\$1,948,970** to the **Election Campaign Fund**, \$234,710 of which was distributed in FY 14-15 to two candidates for Supervisor in 2014 (\$194,710) and two candidates for Supervisor in 2015 (\$40,000).

At table of the Commission's annual approved budgets historically follows. Please note that starting with FY 02-03, deposits into the Election Campaign Fund, which are used exclusively for payments to publicly-financed candidates for Board of Supervisors and for Mayor, are noted.

FISCAL YEAR	OPERATING BUDGET	ELECTION CAMPAIGN FUND
FY 94 - 95	157,000	
FY 95 - 96	261,000	

FISCAL YEAR	OPERATING BUDGET	ELECTION CAMPAIGN FUND
FY 96 - 97	313,274	
FY 97 - 98	394,184	
FY 98 - 99	475,646	
FY 99 - 00	610,931	
FY 00 - 01	727,787	
FY 01 - 02	877,740	
FY 02 - 03	777,341	1,378,954
FY 03 - 04	750,224	159,294
FY 04 - 05 ¹	761,202	961,187
FY 05 - 06	1,032,751	349,690
FY 06 - 07 ²	1,711,835	6,704,274
FY 07 - 08	2,261,877	1,330,201
FY 08 - 09	2,241,818	3,212,056
FY 09 - 10	2,283,368	3,728,198
FY 10 - 11 ³	2,201,325	1,976,494
FY 11 - 12 ⁴	2,259,979	6,088,558
FY 12 - 13	2,256,239	1,899,308
FY 13 - 14	2,628,391	1,903,559
FY 14 - 15	2,625,384	1,948,970

Membership and Administration

Commission membership, in order of seniority, was as follows:

<u>Commissioner</u>	<u>Appointed By</u>	<u>Dates of Service</u>
Benedict Y. Hur	Assessor-Recorder	3-2010 to 2-2016
Beverly Hayon	Mayor	1-2011 to 2-2012 2-2012 to 2-2018
Paul A. Renne	District Attorney	2-2012 to 2-2013 2-2013 to 2-2019
Brett Andrews	Board of Supervisors	6-2013 to 2-2017
Peter Keane	City Attorney	10-2013 to 2-2014 3-2014 to 2-2020

¹ Amounts corrected from prior reports.

² Included front-loaded funding for Mayoral Election Campaign Fund.

³ Agencies Citywide absorbed across-the-board budget cuts.

⁴ Included annual deposit of \$2,009,451 for the Election Campaign Fund plus a repayment of \$4,079,107 borrowed in previous years.

Commissioner Ben Hur was elected to serve as Chair at the February 24, 2014 and Commissioner Paul Renne was elected to serve as Vice-Chair. Commissioner Paul Renne was elected to serve as Chair at the March 23, 2015 meeting and Commissioner Brett Andrews was elected to serve as Vice-Chair.

The Ethics Commission had a staff of 18, supported by interns throughout the year. Staff included Executive Director John St. Croix; Deputy Executive Director Jesse Mainardi; Assistant Deputy Director Shaista Shaikh; Auditors Angeles Huang, Amy Li, Manisha Lal and Eric Willett; Office Manager Jen Taloa; Campaign Finance Officer Jarrod Flores; Fines Collection Officer Ernestine Braxton; Campaign Finance Assistants Teresa Shew, Malika Alim, and Lawrence Shum (who left his position during FY 2014-2015); Investigators Garrett Chatfield and Catherine Argumedo; IT Officer Steven Massey; Education and Outreach Coordinator Patricia Petersen and Special Projects Assistant Johnny Hosey.

During the fiscal year, the Commission was fortunate to have had the services of several interns:

- Mara Liwag, a YouthWorks intern and a senior at Sacred Heart Cathedral Preparatory;
- Marjorie Marcaida Uy, a YouthWorks intern and a senior at Phillip and Sala Burton Academic High School;
- Trystyn Balinton, a YouthWorks intern and a senior at George Washington High School;
- Aidan Lukomnik, a Coro Fellow;
- Andrew Rock, a graduate student at Columbia;
- Kristen Wolslegel and Jeffrey Thorsby, candidates in the Master of Public Administration program at San Francisco State University; and
- Sally Hong, and Lena Germinario, law students at UC Hastings.

In May 2015, Executive Director John St. Croix announced his resignation after ten years of service. The Commission appointed Chair Renne and Vice-Chair Andrews to a committee to lead the hiring process for Mr. St. Croix's replacement. That committee held a special meeting to solicit input from the public regarding the recruitment and selection process and the desired qualifications of the next Executive Director. The Commission later approved engaging the search firm Alliance Resource Consulting for the Executive Director recruitment process.

FUTURE INITIATIVES

The Commission will continue to fulfill its mandated duties in the forthcoming years, and may focus on achieving the following priority objectives:

- Hiring a permanent Executive Director;
- Submitting a ballot measure to the voters, which re-imposes some of the limitations included in Proposition J approved by voters in 2003 but which have since been eliminated;
- Making recommendations regarding improvements to the Whistleblower Protection Ordinance;
- Conducting additional outreach to interested parties and other members of the public;

- Continuing its Language Access Ordinance compliance efforts;
- Imposing electronic filing requirements on all City Form 700 filers;
- Providing expanded training on local and state ethics rules;
- Considering changes to its enforcement procedures and policies;
- Considering changes to its policies for handling late filers and non-filers.
- Move forward with implementation of the new expenditure lobbyist rules; and
- Continuing to address certain of the issues raised in its work plan from March 2015, including candidate-controlled ballot measure committees and bundling.

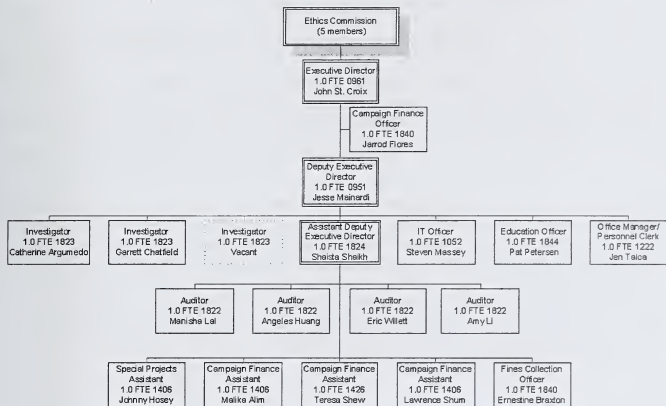
Respectfully Submitted,

Jesse Mainardi, Acting Executive Director

DRAFT

San Francisco Ethics Commission

FY 2014-2015
(19 Positions)





ETHICS COMMISSION

CITY AND COUNTY OF SAN FRANCISCO

ACTING EXECUTIVE DIRECTOR'S REPORT TO THE SAN FRANCISCO ETHICS COMMISSION For the Meeting of November 23, 2015.

PAUL A. RENNE
CHAIRPERSON

BRETT ANDREWS
VICE-CHAIRPERSON

BEVERLY HAYON
COMMISSIONER

BENEDICT Y. HUR
COMMISSIONER

PETER KEANE
COMMISSIONER

JESSE MAINARDI
ACTING EXECUTIVE
DIRECTOR

1. Public Financing in the November 3, 2015 Election

For the November 3, 2015 election, the Commission disbursed a total of \$307,500 in public funds to two candidates seeking election to the District 3 seat on the Board of Supervisors. Each of the two candidates qualified for the maximum amount of public funds allowable: \$155,000 for a non-incumbent candidate (Aaron Peskin) and \$152,500 for an incumbent candidate (Julie Christensen).

Each of the two publicly funded candidates was allowed to spend no more than his or her Individual Expenditure Ceiling, which began at \$250,000 and was adjusted by the Commission staff based on the sum of opposition spending against each candidate and the total supportive funds for his or her opponent. The final Individual Expenditure Ceiling for Aaron Peskin was at \$1,000,000 and Julie Christensen's ceiling was at \$920,000. However, the actual amount spent through the date of the election was approximately \$555,000 by Aaron Peskin and \$440,000 by Julie Christensen. Details on candidate and third-party spending can be found on the Commission's website.

2. Proposition C

On November 3, 2015, voters approved Proposition C, which the Commission placed on the ballot, with 74.83% of the vote. Effective February 1, 2016, the measure will impose registration and reporting requirements on "expenditure lobbyists" that urge the public to lobby City officials. Staff has begun to work on implementing the measure.

3. Investigation and Enforcement Program

As of November 15, 2015, there were 24 pending formal complaints alleging violations within the Ethics Commission's jurisdiction.

Category	# of Complaints
Campaign Finance	8
Conflict of Interest	12
Governmental Ethics	2
Lobbyist Ordinance	1
Campaign Consultant Ordinance	1
Sunshine Ordinance	0
TOTAL	24

Enforcement Summaries

- On October 26, 2015, the Ethics Commission entered into a stipulated agreement with Gary Delagnes. Mr. Delagnes admitted to committing two violations of San Francisco Campaign & Governmental Conduct Code, section 2.110, and agreed to pay \$5,500. A copy of the agreement is available on the Commission's website.
- On October 26, 2015, the Ethics Commission entered into a stipulated agreement with Janan New. Ms. New admitted to committing seven violations of San Francisco Campaign & Governmental Conduct Code, section 2.110, and agreed to pay a penalty of \$3,500. A copy of the agreement is available on the Commission's website.

4. Campaign Finance Disclosure Program

a. Filing deadline. The next filing deadline is February 1, 2016 for year-end semi-annual campaign statements, which cover the reporting period covering through December 31, 2015. In the interim, staff receives and processes campaign statements on an ongoing basis. Staff continues to answer questions from and conduct outreach to candidates and other committee representatives.

b. Collection of late filing fees and contribution forfeitures. As of November 15, 2015, the Commission collected \$18,128 in late fees and forfeitures for the fiscal year 2015-2016. The Commission's outstanding late fees and forfeitures were \$5,506; waiver requests for \$1,347 of this amount have been submitted. Separately, \$208,504 is pending at the Bureau of Delinquent Revenues (BDR), as shown below.

#	Committee/ Filer	ID #	Treasurer or Responsible Officer	Date referral effective	Original amount referred	Last month's balance	Current balance (Changes are in bold)	Status
1	Chris Jackson For Community College Board	1347066	Chris Jackson	7/12/13	\$6,601	\$6,601	\$6,601	Pending at Small Claims Court
2	Committee to Elect Norman For Supervisor	1327771	Jacqueline Norman	5/01/15	\$9,000	\$9,000	\$9,000	
3	Bob Squeri For District 7 Supervisor 2012	1346150	Bob Squeri	5/01/15	\$2,000	\$2,000	\$2,000	
4	Mark Farrell For Supervisor 2010	1320480	Mark Farrell	7/08/15	\$190,903	\$190,903	\$190,903	
						TOTAL	\$208,504	

5. Lobbyist Program

As of November 15, 2015, 167 individual lobbyists were registered with the Commission. Total lobbyist registration fees collected to date for the 2015-2016 fiscal year amount to \$17,500. The next filing deadline for lobbyist monthly disclosures is December 15, 2015.

6. Campaign Consultant Program

As of November 13, 2015, 32 campaign consultants were registered with the Commission. The Commission has collected \$5,000 in registration fees and \$1,500 in late fines so far during the 2015-2016 fiscal year. The next quarterly report deadline is Tuesday, December 15, 2015, covering the reporting period from September 1, 2015 through November 30, 2015.

7. Permit Consultant Program

As of November 15, 2015, 50 permit consultants were registered with the Commission. The next quarterly report deadline is Tuesday, January 15, 2016, covering the reporting period from October 1, 2015 through December 31, 2015.

Also, staff will be attending a series of "Permit Intake Public Workshops" offered by the Planning Department, in order to explain the reporting requirements for permit consultants to attendees. A total of five workshops are scheduled from November 2015 to January 2016.

8. Major Developer Program

As of November 15, 2015, five major developers had registered with the Commission with respect to eight major projects since the ordinance's effective date. Staff is continuing to attempt to investigate potential under-reporting.

9. Statements of Economic Interests

Staff is preparing for filing officer trainings that will be offered in early 2016.

10. Revenues Report

For fiscal year 2015-2016, the Commission was budgeted to generate \$70,000 in revenues. As of November 17, 2015, the Commission received \$50,138 or about 71% of anticipated revenues for the year.

Source	Budgeted Amount FY 15-16	Receipts
Lobbyist Fees	\$37,000	\$17,500
Other Ethics General	\$1,000	--
Campaign Finance Fines	\$23,000	\$18,128
Campaign Consultant Fees	\$5,000	\$5,000
Lobbyist Fines	\$1,000	--

Source	Budgeted Amount FY 15-16	Receipts
Statements of Economic Interests Fines	\$1,000	\$210
Other Ethics Fines	\$1,000	\$7,800
Campaign Consultant Fines	\$1,000	\$1,500
Unallocated	\$0	---
Total	\$70,000	\$50,138

11. Budget and Staffing

In light of the pending transition to a fixed two-year budget cycle with the FY 2016-17 and FY 2017-18 budgets, the Commission is planning to hold a special meeting on January 5, 2016 to discuss its budget proposal. That proposal is due by late February 2016.

Campaign Finance Assistant Teresa Shew will retire in mid-December after 40 years of service with the City and County of San Francisco. Staff wishes Teresa the best, thanks her for all her help, and commends her on her service.

12. Outreach and Education

The Commission continues to offer trainings on Statements of Incompatible Activities to City departments via web trainings. The following are web video trainings available on the Commission website:

- Department of Building Inspection SIA Training
- Controller's Office SIA Training
- Department on the Environment SIA Training
- Governmental Ethics Ordinance Training for City Employees
- Medical Examiner's Office SIA Training
- Non-Candidate Recipient Committee Training
- Public Utilities Commission SIA Training
- SIA Template Language Training

13. Technology

The Commission's campaign finance dashboards were a popular resource during the November election cycle. The dashboard charts, graphs, and maps tracked total campaign contributions and spending, committee cash balances, contributors, late contributions, third-party spending, public financing disbursements, and expenditure ceilings. This year, staff added the ability to click third-party expenditures to see the associated campaign mailer or video. Staff made all of the data supporting the dashboards available for download on the City's open data web site.

Graphs on the dashboards were republished in news articles by Business Insider, San Francisco Magazine, and the Los Angeles Times. Other media outlets such as CNN, Slate, and Al Jazeera America provided links to the dashboard or cited the dashboards for source material. The Commission also received positive feedback from members of the community and press.

14. Staff Project Calendar

The staff project calendar for 2015 approved by the Commission in March is set forth below. Per the direction of the Chair, the Commission's consideration of the topics below has been placed on hold pending the resolution of its search for a new Executive Director. This will necessitate a revision of the work plan.

	Apr	May	June	July	Aug	Sept	Oct	Nov	Dec
1. Limits for candidate-controlled committees			Sched. Actual			Sched.			
2. Reporting of bundling								Sched.	
3. "Public benefit" contribution bans									
4. Slate mailer filings									
5. Enforcement regulations/policies									Sched.
6. Forfeiture/late fine penalties									
7. Expenditure lobbyists			Actual						
8. Additional gift of travel reporting									
9. Permit Consultant regulations									
10. Form 700 electronic filing		Sched.	Actual						

Notes:

- Shaded squares indicate planned staff work on the issue. Issues with no shaded squares were not intended to be addressed by staff in 2015.
- "Sched." indicates the Commission's planned consideration of the issue at a public meeting during that month.
- "Actual" indicates the Commission's actual consideration of the issue at a public meeting during that month.

Respectfully submitted,


 Jesse Mainardi
 Acting Executive Director

[DRAFT]
Minutes of the Regular Meeting of
The San Francisco Ethics Commission
November 23, 2015
Room 400 City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

GOVERNMENT
DOCUMENTS DEPT
JAN 22 2016
SAN FRANCISCO
PUBLIC LIBRARY

I. Call to order and roll call.

Chairperson Renne called the meeting to order at 5:32 P.M.

COMMISSION MEMBERS PRESENT: Paul Renne, Chairperson; Brett Andrews, Vice-Chairperson; Ben Hur, Commissioner; and Peter Keane, Commissioner. Commissioner Beverly Hayon was excused.

STAFF PRESENT: Jesse Mainardi, Acting Executive Director; Catherine Argumedo, Investigator/Legal Analyst.

OFFICE OF THE CITY ATTORNEY: Andrew Shen, Deputy City Attorney (DCA).

OTHERS PRESENT: Larry Bush; Charles Marsteller; Kevine Boggess; LeeAnn Pelham; Eileen Hansen; Debbi Lerman; Peter Cohen; Robert van Ravenswaay; and other unidentified members of the public.

MATERIALS DISTRIBUTED:

- Memorandum from Acting Director Mainardi, re: Proposition C Implementation Issues, dated November 18, 2015;
- Draft Annual Report for FY 14-15;
- Acting Executive Director's Report;
- Draft minutes of the Regular Ethics Commission Meeting on October 26, 2015;
- Draft minutes of the Special Ethics Commission Meeting on November 13, 2015;
- Draft minutes of the Special Committee Meeting on September 25, 2015;
- Draft minutes of the Special Committee Meeting on October 9, 2015;
- Letter from San Francisco Human Services Network, re: Implementation of Proposition C – Expenditure Lobbyists, dated November 23, 2015.

II. Public comment on matters appearing or not appearing on the agenda.

Larry Bush recommended that the Commission have a two-person committee to work on the budget, as it is due in February. He stated that the committee should look at the Commission Secretary position and the relationship with the Controller's Office.

Chairperson Renne stated that the Commission would hold a special meeting on January 5, 2016 at 9 am to replace the cancelled December 2015 meeting.

Charles Marsteller stated that the budget should be a piece of cake.

Kevine Boggess, Coleman Advocates for Children & Youth, commented on the implementation of Proposition C. He stated the Commission should consider non-profit organizations like his, as parents should not lose the ability to have their voices heard. He asked that the Commission not minimize the voices of low-income families and young people in San Francisco.

III. Discussion and possible action regarding the Commission's appointment of a new Executive Director.

Chairperson Renne announced that the Commission selected LeeAnn Pelham to serve as the Commission's new Executive Director. He stated that she would assume her duties on January 4, 2016. He reviewed Ms. Pelham's background, including her 19 years with the Los Angeles Ethics Commission. He stated that the Commission selected her because of her record as manager of LA Ethics and that she was the right choice for the Commission at this time. He also thanked the Acting Director on behalf of the full Commission for performing his duties in a highly professional manner.

Motion 151123-01 (Keane/Hur): Moved, seconded, and passed (4-0; Hayon excused) that the Commission appoint LeeAnn Pelham as the new Executive Director.

Public Comment:
None.

LeeAnn Pelham stated there was lots of work to do and appreciated the effort it took to hire a new Director. She stated she was looking forward to the challenges and starting the next chapter. She stated the Commission has the opportunity to build on past successes and strengthen the organization. She stated that she would like to look for additional resources, strengthen enforcement – including maximizing objectivity and fairness and being appropriately transparent, and initiating and shaping public policy. She stated that she was very excited to work with the Commission, its staff, and the public.

IV. Discussion and possible action regarding Commission's implementation of the provisions of Proposition C, the recently approved measure placed on the ballot by the Commission which imposed reporting requirements on expenditure lobbyists.

Acting Director Mainardi introduced the item. Commissioner Hur asked Acting Director Mainardi for his thoughts on increasing the limit or changing the threshold. Acting Director Mainardi stated any change to the threshold would require an amendment of the Ordinance, which would require a super-majority of both the Commission and the Board of Supervisors.

Commissioner Keane stated that the people of San Francisco are well served by the Proposition and assured Mr. Boggess that he had no reason to worry. He stated that there may be little things the Commission may have to tinker with like exemptions, but that it could be accomplished through regulations. Chairperson Renne stated that he thought regulations would be the appropriate route to make any changes. He also agreed with Commissioner Keane that members of small non-profits like Coleman's are not expenditure lobbyists. He stated that regulations could protect against any adverse impact on low-income organizations. Vice-Chairperson Andrews stated that he raised a concern about non-profits earlier in the discussion of the ballot measure and stated there is an opportunity to seek more community input. Commissioner Hur agreed and stated that the Commission should evaluate and make any decision after hearing from the public.

Public Comment:

Larry Bush stated that state code uses a broader definition and the Commission could modify the requirements through regulations.

Eileen Hansen stated that this ballot measure went to the voters very quickly and there was no targeted outreach to non-profits or unions. She suggested that the Commission hold at least two IP meetings – one during the day and one in the evening.

Debbi Lerman stated that she applauded the Commission for putting good government measures on the ballot. She stated that she had wished her organization had been part of the conversation from the beginning. She asked the Commission to reach out to non-profits and consider an amendment process to exempt non-profits from Proposition C.

A member of the public congratulated the Commission. She mentioned performance measures and noted that the annual report stated seventeen committees were audited while the Controller's Office report stated there were thirty-one audits. Acting Director Mainardi stated that staff performed seventeen audits and the remainder were performed by the Controller's Office.

Acting Director Mainardi stated that an interested persons meeting should occur before writing a draft and noted that regulations may not be in place when the Ordinance becomes effective on February 1, 2016. Chairperson Renne asked staff to schedule an Interested Persons meeting before the end of December 2015 so staff could report on the discussions during its special meeting on January 5, 2016. Commissioner Hur asked whether the Commission would consider implementing regulations during its regular January 2016 meeting.

V. Items for future meetings.

Vice-Chairperson Andrews stated that the discussion regarding Proposition C would be on the regular January 2016 meeting's agenda.

Public Comment:

Larry Bush suggested expanding outreach to unions.

Acting Director Mainardi stated that staff sent e-mails to clubs and unions and invited them to join the Interested Persons list. He stated the response was not large.

Eileen Hansen asked for a copy of the outreach list and offered to assist in expanding it. She suggested the Commission do outreach immediately and asked whether the provisions of the new law could be postponed.

Peter Cohen, Council of Community Housing Organizations, agreed with the proposed IP meetings. He stated that the new law has a chilling effect on non-profit advocacy. He stated that there is good intent in the law, but it was not designed well enough. He stated that his council has twenty-three well-known housing organizations and none of those organizations heard about the proposed ballot measure.

Rob van Ravenswaay stated that the Commission should, before making any changes to the Ordinance, consider whether any amendments further the purpose of the Ordinance.

Eileen Hansen asked that the Commission create a ballot measure regarding Prop J for the ballot in June or November 2016. Chairperson Renne stated that the June 2016 ballot was too optimistic, but that the Commission would discuss the matter.

VI. Discussion and possible action on an Annual Report for Fiscal Year 2014-2015.

Acting Director Mainardi presented the changes to the draft report proposed by the Commission during the regular October 2015 meeting.

Motion 151123-02 (Andrews/Keane): Moved and seconded that the Commission adopt the Annual Report.

Public Comment:

Larry Bush stated that the Controller's Office report has statistics not in the annual report. He suggested including the data and any response in the annual report.

Charles Marsteller approved of the updated version of the report. He thanked the Commission for the appointment of such a dynamic Executive Director. He supported Mr. Bush's comments.

Motion 151123-03 (Hur/Andrews): Moved, seconded, and passed (4-0; Hayon excused) that the Commission adopt the Annual Report, including a link to the Controller's Office report in a footnote.

Public Comment:

None.

VII. Discussion of Acting Executive Director's Report.

[The Commission discussed Agenda Item VIII before discussing Agenda Item VII.]

Chairperson Renne stated that the Commission is scheduled to have a special meeting on January 5, 2016 at 9 am in Room 416 regarding the budget. He stated that staff will also report on the IP meeting regarding Proposition C.

Public Comment:

None.

VIII. Discussion and possible action on draft minutes of the Commission's regular meeting on October 26, 2015 and special meeting on November 13, 2015, and on draft minutes for the meetings of the Commission's special committee on September 25, 2015 and October 9, 2015.

Commissioner Hur thanked the Chair and Vice-Chair for vetting the candidates. Commissioner Keane agreed.

Motion 151123-04 (Hur/Andrews): Moved, seconded, and passed (4-0; Hayon excused) that the Commission adopt the minutes of the Commission's regular meeting on October 26, 2015 and special meeting on November 13, 2015, and for the meetings of the Commission's special committee on September 25, 2015 and October 9, 2015, as written.

Public Comment:

None.

IX. Adjournment.

Motion 151123-05 (Keane/Andrews): Moved, seconded, and passed (4-0; Hayon excused) that the Commission adjourn.

The Commissioners wished everyone a happy holiday season. The Commission adjourned the meeting at 6:46 P.M.

Minutes of the Regular Meeting of
The San Francisco Ethics Commission
November 23, 2015
Room 400 City Hall
1 Dr. Carlton B. Goodlett Place
San Francisco, CA 94102

GOVERNMENT
DOCUMENTS DEPT

JAN 27 2016

SAN FRANCISCO
PUBLIC LIBRARY

I. Call to order and roll call.

Chairperson Renne called the meeting to order at 5:32 P.M.

COMMISSION MEMBERS PRESENT: Paul Renne, Chairperson; Brett Andrews, Vice-Chairperson; Ben Hur, Commissioner; and Peter Keane, Commissioner. Commissioner Beverly Hayon was excused.

STAFF PRESENT: Jesse Mainardi, Acting Executive Director; Catherine Argumedo, Investigator/Legal Analyst.

OFFICE OF THE CITY ATTORNEY: Andrew Shen, Deputy City Attorney (DCA).

OTHERS PRESENT: Larry Bush; Charles Marsteller; Kevine Boggess; LeeAnn Pelham; Eileen Hansen; Debbi Lerman; Peter Cohen; Robert van Ravenswaay; and other unidentified members of the public.

MATERIALS DISTRIBUTED:

- Memorandum from Acting Director Mainardi, re: Proposition C Implementation Issues, dated November 18, 2015;
- Draft Annual Report for FY 14-15;
- Acting Executive Director's Report;
- Draft minutes of the Regular Ethics Commission Meeting on October 26, 2015;
- Draft minutes of the Special Ethics Commission Meeting on November 13, 2015;
- Draft minutes of the Special Committee Meeting on September 25, 2015;
- Draft minutes of the Special Committee Meeting on October 9, 2015;
- Letter from San Francisco Human Services Network, re: Implementation of Proposition C – Expenditure Lobbyists, dated November 23, 2015.

II. Public comment on matters appearing or not appearing on the agenda.

Larry Bush recommended that the Commission have a two-person committee to work on the budget, as it is due in February. He stated that the committee should look at the Commission Secretary position and the relationship with the Controller's Office.

Chairperson Renne stated that the Commission would hold a special meeting on January 5, 2016 at 9 am to replace the cancelled December 2015 meeting.

Charles Marsteller stated that the budget should be a piece of cake.

Kevine Boggess, Coleman Advocates for Children & Youth, commented on the implementation of Proposition C. He stated the Commission should consider non-profit organizations like his, as parents should not lose the ability to have their voices heard. He asked that the Commission not minimize the voices of low-income families and young people in San Francisco.

III. Discussion and possible action regarding the Commission's appointment of a new Executive Director.

Chairperson Renne announced that the Commission selected LeeAnn Pelham to serve as the Commission's new Executive Director. He stated that she would assume her duties on January 4, 2016. He reviewed Ms. Pelham's background, including her 19 years with the Los Angeles Ethics Commission. He stated that the Commission selected her because of her record as manager of LA Ethics and that she was the right choice for the Commission at this time. He also thanked the Acting Director on behalf of the full Commission for performing his duties in a highly professional manner.

Motion 151123-01 (Keane/Hur): Moved, seconded, and passed (4-0; Hayon excused) that the Commission appoint LeeAnn Pelham as the new Executive Director.

Public Comment:

None.

LeeAnn Pelham stated there was lots of work to do and appreciated the effort it took to hire a new Director. She stated she was looking forward to the challenges and starting the next chapter. She stated the Commission has the opportunity to build on past successes and strengthen the organization. She stated that she would like to look for additional resources, strengthen enforcement – including maximizing objectivity and fairness and being appropriately transparent, and initiating and shaping public policy. She stated that she was very excited to work with the Commission, its staff, and the public.

IV. Discussion and possible action regarding Commission's implementation of the provisions of Proposition C, the recently approved measure placed on the ballot by the Commission which imposed reporting requirements on expenditure lobbyists.

Acting Director Mainardi introduced the item. Commissioner Hur asked Acting Director Mainardi for his thoughts on increasing the limit or changing the threshold. Acting Director Mainardi stated any change to the threshold would require an amendment of the Ordinance, which would require a super-majority of both the Commission and the Board of Supervisors.

Commissioner Keane stated that the people of San Francisco are well served by the Proposition and assured Mr. Boggess that he had no reason to worry. He stated that there may be little things the Commission may have to tinker with like exemptions, but that it could be accomplished through regulations. Chairperson Renne stated that he thought regulations would be the appropriate route to make any changes. He also agreed with Commissioner Keane that members of small non-profits like Coleman's are not expenditure lobbyists. He stated that regulations could protect against any adverse impact on low-income organizations. Vice-Chairperson Andrews stated that he raised a concern about non-profits earlier in the discussion of the ballot measure and stated there is an opportunity to seek more community input. Commissioner Hur agreed and stated that the Commission should evaluate and make any decision after hearing from the public.

Public Comment:

Larry Bush stated that state code uses a broader definition and the Commission could modify the requirements through regulations.

Eileen Hansen stated that this ballot measure went to the voters very quickly and there was no targeted outreach to non-profits or unions. She suggested that the Commission hold at least two IP meetings – one during the day and one in the evening.

Debbi Lerman stated that she applauded the Commission for putting good government measures on the ballot. She stated that she had wished her organization had been part of the conversation from the beginning. She asked the Commission to reach out to non-profits and consider an amendment process to exempt non-profits from Proposition C.

A member of the public congratulated the Commission. She mentioned performance measures and noted that the annual report stated seventeen committees were audited while the Controller's Office report stated there were thirty-one audits. Acting Director Mainardi stated that staff performed seventeen audits and the remainder were performed by the Controller's Office.

Acting Director Mainardi stated that an interested persons meeting should occur before writing a draft and noted that regulations may not be in place when the Ordinance becomes effective on February 1, 2016. Chairperson Renne asked staff to schedule an Interested Persons meeting before the end of December 2015 so staff could report on the discussions during its special meeting on January 5, 2016. Commissioner Hur asked whether the Commission would consider implementing regulations during its regular January 2016 meeting.

V. Items for future meetings.

Vice-Chairperson Andrews stated that the discussion regarding Proposition C would be on the regular January 2016 meeting's agenda.

Public Comment:

Larry Bush suggested expanding outreach to unions.

Acting Director Mainardi stated that staff sent e-mails to clubs and unions and invited them to join the Interested Persons list. He stated the response was not large.

Eileen Hansen asked for a copy of the outreach list and offered to assist in expanding it. She suggested the Commission do outreach immediately and asked whether the provisions of the new law could be postponed.

Peter Cohen, Council of Community Housing Organizations, agreed with the proposed IP meetings. He stated that the new law has a chilling effect on non-profit advocacy. He stated that there is good intent in the law, but it was not designed well enough. He stated that his council has twenty-three well-known housing organizations and none of those organizations heard about the proposed ballot measure.

Rob van Ravenswaay stated that the Commission should, before making any changes to the Ordinance, consider whether any amendments further the purpose of the Ordinance.

Eileen Hansen asked that the Commission create a ballot measure regarding Prop J for the ballot in June or November 2016. Chairperson Renne stated that the June 2016 ballot was too optimistic, but that the Commission would discuss the matter.

VI. Discussion and possible action on an Annual Report for Fiscal Year 2014-2015.

Acting Director Mainardi presented the changes to the draft report proposed by the Commission during the regular October 2015 meeting.

Motion 151123-02 (Andrews/Keane): Moved and seconded that the Commission adopt the Annual Report.

Public Comment:

Larry Bush stated that the Controller's Office report has statistics not in the annual report. He suggested including the data and any response in the annual report.

Charles Marsteller approved of the updated version of the report. He thanked the Commission for the appointment of such a dynamic Executive Director. He supported Mr. Bush's comments.

Motion 151123-03 (Hur/Andrews): Moved, seconded, and passed (4-0; Hayon excused) that the Commission adopt the Annual Report, including a link to the Controller's Office report in a footnote.

Public Comment:

None.

VII. Discussion of Acting Executive Director's Report.

[The Commission discussed Agenda Item VIII before discussing Agenda Item VII.]

Chairperson Renne stated that the Commission is scheduled to have a special meeting on January 5, 2016 at 9 am in Room 416 regarding the budget. He stated that staff will also report on the IP meeting regarding Proposition C.

Public Comment:

None.

VIII. Discussion and possible action on draft minutes of the Commission's regular meeting on October 26, 2015 and special meeting on November 13, 2015, and on draft minutes for the meetings of the Commission's special committee on September 25, 2015 and October 9, 2015.

Commissioner Hur thanked the Chair and Vice-Chair for vetting the candidates. Commissioner Keane agreed.

Motion 151123-04 (Hur/Andrews): Moved, seconded, and passed (4-0; Hayon excused) that the Commission adopt the minutes of the Commission's regular meeting on October 26, 2015 and special meeting on November 13, 2015, and for the meetings of the Commission's special committee on September 25, 2015 and October 9, 2015, as written.

Public Comment:

None.

IX. Adjournment.

Motion 151123-05 (Keane/Andrews): Moved, seconded, and passed (4-0; Hayon excused) that the Commission adjourn.

The Commissioners wished everyone a happy holiday season. The Commission adjourned the meeting at 6:46 P.M.

